

**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, June 1, 2011, Mendocino College, Lake Center, 1005 Parallel Drive, Lakeport, 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	present
	Clerk	Edward Haynes	present
	Trustee	John Tomkins	present (left at 6:00 PM)
	Trustee	Joan M. Eriksen	present
	Trustee	Janet Chaniot	present
	Trustee	Dave Geck	present

*Secretary* Kathy Lehner, Superintendent/President

*Support Staff* Gwen Chapman, Executive Assistant II Superintendent/President

*Staff* Meridith Randall, Vice President of Education and Student Services

*Representatives* Larry Perryman, Vice President of Administrative Services

*Constituent* Academic Senate John Koetzner, President (absent)

*Representatives* Classified Senate Larry Lang, President

Management/Supervisory/Confidentia Sue Goff, Vice President

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*Public Comments* Dean Mark Rawitsch welcomed the Board to the Lake Center and commented that this will be the next to last meeting at this location due to the future construction of a new Lake Center.

*Agenda Approval* M/S/C (Geck/Tomkins) To approve the agenda as amended. The item for Oath of Office for Student Trustee was removed from the agenda.

*Minutes Approval* M/S/C (Tomkins/Haynes) To approve the minutes of the regular meeting held on May 4, 2011 as submitted.

**Consent Agenda** M/S/C (Chaniot/Haynes) To approve the Consent Agenda as submitted.

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 presented at the meeting.

*Employment – Summer Session and Part-Time Faculty* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ the Summer Session Faculty for 2011 and Part-Time Faculty for Fall 2011 as presented at the meeting.

<i>Volunteers</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the volunteers as submitted.
<i>Resignation - Faculty</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation of Shannon McCulley on June 30, 2011.
<i>Staffing Changes</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the following changes effective June 1, 2011: Kurt Combs, Counselor/Articulation Officer – 193 to 211 days/year Denice Solgat, Center Assistant (10 months/year) – 32 to 40 hours per week
<i>Employment – Professional Expert</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Jennifer Banks as EMT-Paramedic Program Director, pursuant to Education Code Section 88003, July 1, 2011, through June 30, 2012.
<i>MPFA Contract Revisions, 2010-11</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the 2010-11 Mendocino Part-Time Faculty Association contract revisions and side letters of June 1, 2009, June 22, 2009, and August 3, 2009.
<i>MCFT 2011-12 Reopeners</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2011-12 collective bargaining proposal from Mendocino College Federation of Teachers (MCFT) and directs the Superintendent/President to receive public comments on this proposal prior to the July meeting of the Board.
<i>Side Letter – MCFT</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the May 20, 2011 side letter with MCFT.
	<b><u>Other Items</u></b>
<i>Fiscal Report as of April 30, 2011</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.
<i>Donation of Automobiles</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donation of automobiles to the Auto Tech Club by Harold Burbery, Devin Morrill, Dan Hamburg, Connel Murray, and Linda and Bill Ayotti.
<i>CDV Self-Evaluation</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the CDV Center self-evaluation.
<i>2011-12 Catalog</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the 2011-12 Mendocino College Catalog.
<i>Donation of Compost</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donation of 45 yards of compost from Cold Creek Compost for use by the Agriculture Program.
<i>District Order of</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of

*Priorities  
5-Year Capital  
Outlay Plan  
2013-2017*

Trustees does hereby adopt the District Order of Priorities Five-Year Capital Construction Plan for 2013-2017.

*2011-12 Tentative  
Budget*

**Action Items**

M/S/C (Tomkins/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2011/12 Tentative Budget as presented on attachments A-J.

Superintendent/President Lehner reminded that Board that the law requires adoption of a tentative budget in June of every year even though the State does not have a budget. VP Perryman added that adopting this budget gives the District spending authority until a final budget is adopted.

Vice President Perryman reviewed the budget calling attention to several items:

- The ending fund balance for 2010/11 is 14% and these reserves will be needed for the 2011/12 budget.
- The trailer bill has been signed to increase enrollment fees from \$26 to \$36 for the fall semester.
- This budget takes a conservative approach in assuming that the State budget will be an “all cuts budget.”
- Some of the budget savings has been in not filling vacancies when staff retire. There is a possibility that it may be necessary to fill all vacant faculty positions in order to meet the 50% Law. This budget will meet the 50% law for next year.

The Trustees asked questions and also discussed apportionment deferral and cash flow, security on the solar field, and the fact that this budget does not meet the Board’s budget parameters. Vice President Perryman will be proposing changes to the budget parameters in the future.

*New Board Policy*

M/S/C (Haynes/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve Policy 413 Community Service Classes as amended at the meeting. The word “monetary” will be inserted in the last sentence.

*Substitution of  
Listed Subcontract  
Library/Learning  
Center*

M/S/C (Chaniot/Eriksen) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the concrete subcontractor substitution of Elwood Concrete for the Library/Learning Center project.

**Informational Reports and Presentations to Inform the Board**

*President’s Report*

A written report was submitted by Superintendent/President Lehner. The following was offered in addition:

- In a response to a question from a Trustee regarding the reviewing of programs, Superintendent/President Lehner stated that any proposed changes which come through the Planning and Budgeting Committee (PBC) will be brought to the Board by December of this year.

*Education and*

A written report was submitted by Meridith Randall, Vice President of

*Student Services Report* Education and Student Services. The following was offered in addition:

- In response to a question from a Trustee, Vice President Randall and Perry Tripp, Chair of the Native American Advisory Committee, stated that the recent Native American Motivation Day was successful, with over 100 students attending. Their opinion was that the event had improved over last year's event.

*CTE Advisory Committee Summary 2010-11* A written report was submitted by Dean Sue Goff. The following was offered in addition:

- The Board complimented Dean Goff on her very thorough report and her work with advisory committees.

*Administrative Services Report* A written report was submitted by Larry Perryman, Vice President of Administrative Services. The following was offered in addition:

- Community college districts were treated well in the Governor's May Revised Budget.

*Measure W Bond Report* A written report on General Obligation Bonds Series B was submitted by Larry Perryman, Vice President of Administrative Services.

*Mendocino College Foundation, Inc.* A written report was submitted by Katie Wojcieszak, Executive Director of the Mendocino College Foundation.

*Constituents Report* There were no written or oral reports from constituent groups.

*Health Benefits Report* A written report was submitted as information.  
Trustee Tomkins left at this point in the meeting.

#### **Trustee Communication**

*Trustee Reports* Written reports were submitted by Trustees Eriksen, Chaniot, and Haynes. Oral reports were given by Trustees Eriksen, Haynes, Geck, Chaniot, and Ubelhart.

*Subcommittee Reports* **Subcommittee on Trustee Areas and Elections:**  
Trustee Haynes reported that the subcommittee met and will meet again on June 15. Also participating in that meeting will be Paul Tichinin, Superintendent of Mendocino County Office of Education, and Wally Holbrook, Superintendent of Lake County Office of Education. He also commented on the preliminary research done on the costs of redistricting.

**Subcommittee on Trustee Health Benefits:**  
Trustee Haynes reported that a legal opinion was obtained from College Counsel regarding change of health benefits for current trustees. The legal opinion stated that the Board cannot change the health benefits for the three current members who have full health benefits unless those three members agree. The Board's policy currently states that those three trustee retain the right to have full benefits until they are no longer in office. Even though there are four members who do

not have full benefits, as a majority of the board, a majority vote cannot change that policy unless all three trustees who are receiving full benefits vote to change the policy. The subcommittee will hold another meeting and possibly bring forward a recommendation to the Board at the July meeting.

**Subcommittee on Election of Board Officers:**

Trustee Geck reported that this committee has not yet met but are planning to meet in June.

*Community  
Member  
Presentation*

**Presentation - Time Certain 6:00 PM**

Community Member Verle Anderson requested this item be placed on the agenda.

Verle Anderson, representing the Higher Education Committee (HEC), a subcommittee of The Native American History Project, Inc., gave a presentation to the Board on Native American Studies. Using the College's Education Action Plan Committee's Program Guidelines, HEC has been developing a program for Mendocino College. Ms Anderson stated that Mendocino College should be providing a path to Indian students in our community.

Using spreadsheets with data and statistics on suicide rates, drop out rates, and completers vs enrollments at Mendocino College for Native American young people, Ms. Anderson proposed a program created by HEC. She stated that Mendocino College needs a Native American presence in its curriculum and HEC can recommend Native American educators who can enhance the instruction at the College. HEC will hold public forums to get input on the programs at Mendocino College. HEC is asking the Board of Trustees to provide a written document from the Board in support of HEC's funding application for a Native American Studies Program at Mendocino College.

The Board of Trustees adjourned Open Session from 6:27 PM to 6:32 PM for a brief break.

**"The Big Picture"**

*Native American  
Education at  
Mendocino  
College*

**Mendocino College Native American Studies:**

Rebecca Montes, full-time History Professor who has been working with the Native American Advisory Committee (NAAC) subcommittee on curriculum, presented information on current Native American curriculum at Mendocino College. She reported on the newly developed associates degree with an emphasis in Native American Studies, indicating that four courses on Native American issues are required for degree completion. Indian content is also covered in other classes. It is planned to continue to develop more Native American curriculum over the next years.

Board members questions and comments:

- Have there been any inquiries from casinos looking for training?  
Response: No.
- Is there outreach regarding these programs? Response: The program is new and has been highlighted on the inside of the fall schedule. Press releases will go out to the media and the NAAC has been promoting to the tribes.

- How often are classes offered? Response: Some of these courses are offered each semester and some once a year. These courses meet the transfer education requirements from the State.
- The Board found the work of Dr. Montez and the subcommittee very impressive.

**NAAC Presentation:**

Perry Tripp, chair of the Native American Advisory Committee (NAAC) gave a PowerPoint presentation as an annual report to the Board on the work of the NAAC. He commented that there is a strong Native American presence at Mendocino College.

His report contained the mission of the NAAC, accomplishments for last year, and an Action Plan for 2011/12. Some of NAAC's accomplishments for 2010/11: compiled data using a Student Survey, worked with the college to define a space for a Native American Student Center, advised the college on curriculum development in several areas, and worked with the College on the Native American Motivation Day. NAAC's Action Plan includes addressing the needs of the students currently at Mendocino College, promoting the College, outreach to Tribal governments, sponsoring events, and advising College staff on curriculum.

Mr. Tripp recognized those who had contributed to NAAC this year with certificates and asked the Board of Trustees to recognize the NAAC's Action Plan.

The Board of Trustees asked questions and thanked Mr. Tripp for his very thorough presentation. Trustees also commented on the "great deal of progress" made by the NAAC over the years, noting that the relationship between the NAAC and the Board has been collaborative and healthy.

**Native American Students at Mendocino College:**

Vice President Randall reported that members of the American Indian Alliance (AIA) could not attend the meeting. She reported that the AIA is an active student club at Mendocino College with a president and vice president and a staff advisor (Darletta Fulwider). The AIA awards scholarships to Native American students and is working on an event to honor the 15 Native American students graduating this year. Vice President Randall also reported that there is a division of MESA (Math Engineering and Science Achievement) for Native American students and currently nine percent of the MESA students are Native American. One of those students is one of the Eisenhower scholars recognized at last month's Board of Trustees meeting.

**Board Discussion:**

Trustees asked questions about the relationship of NAAC, the Native American History Project and HEC to Mendocino College. The history of the organizations was discussed and Trustees reviewed their perceptions and recollections of previous meetings and discussions with Ms. Anderson and HEC regarding Native American Studies Programs. The work of NAAC was

commended and Trustees expressed their continued commitment to working through NAAC for recommendations for all Native American issues at the College. The Trustees expressed their desire to see HEC work with NAAC to help enhance the College's programs and outreach to Native American students.

Following discussion, it was the consensus of the Board for Superintendent/President Lehner to draft a letter in response to Ms. Anderson's request. The letter will be reviewed by an ad hoc subcommittee of Trustees Haynes, Chaniot and Clark, with a review of a draft letter by the full Board to be placed on the agenda for the July meeting.

*Future Agenda  
Items*

A written response to Ms. Anderson's request for support of HEC's Native American Program.

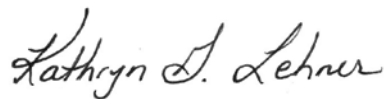
**Closed Session**

The Board of Trustees adjourned to Closed Session at 7:51 PM. Trustee Clark announced that all items for Closed Session will be discussed and no action will be taken.

*ADJOURNMENT*

M/S/C (Haynes/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 8:50 PM.

Submitted by:



Kathryn G. Lehner, Superintendent/President  
Secretary, Board of Trustees