

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

**Board Workshop**

A meeting of the Mendocino-Lake Community College District Board of Trustees was convened on Saturday, February 22, 2014, Mendocino College, 1000 Hensley Creek Road, Ukiah, CA.

**GENERAL MATTERS**

*Call To Order*        Trustee Clark, Board President, called the meeting to order at 8:50 AM.

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

*Secretary*        Arturo Reyes, Superintendent/President

*Support Staff*     Cindy Chapman, Executive Assistant I, Vice Presidents

*Public Comments*    There were no comments from the public.

*Agenda Approval*    M/S/C (Haynes/Ubelhart) To approve the agenda as submitted.

**Discussion Items**

**Planning for the Future**

*Introduction*        Board President Clark began the meeting by thanking everyone present for their attendance at this workshop. With the many changes taking place, it is important that trustees are informed and operating as a unified Board during this time. Board President Clark then introduced facilitator Dr. Pamela J. Fisher, ACCT Consultant, and turned the “Planning for the Future” retreat over to Dr. Fisher. She asked that the Trustees remember this is their retreat and when they have questions or would like more discussion in a certain area; please do not hesitate to let her know.

Discussion commenced with each Trustee outlining their community ties. After each Trustee spoke the following was highlighted by Dr. Fisher:

- Mendocino College must keep informed of where our communities are headed economically and what that means for the College.
- How does our College mission change depending on the economic status of our communities? Dr. Fisher reminded the Trustees that economic development is part of the Community College Mission per the state legislature.
- What is the climate at the College with change? She stated that change does not come easily and cultural change within an institution requires collaboration.

## *Handouts*

Board members were provided with the following handouts by Dr. Fisher and ACCT:

- *The Six Essentials of Good Board/CEO Relations*
- *Guide to Trustee Roles and Responsibilities*
- *Top Twenty Truths for Effective Trusteeship*
- *Accreditation Rules of Engagement*
- *Community College League of California, Trustee Handbook, Chapter 19 “Board Role in Planning”*

Dr. Fisher highlighted the following areas for the Trustees:

- She suggested the College revisit its policy to evaluate the Board annually and not every other year which is the current procedure.
- She is a big proponent for evaluating the Board and the Superintendent/President at the same time.
- She recommended at least twice a year, if not quarterly, the Board and the Superintendent/President discuss his goals to make sure all Trustees are on the same page with the S/P.

### **Board of Trustees’ Role**

Dr. Fisher facilitated a lengthy conversation about the Board’s role in planning. She suggested a shift may need to be made so that the Board of Trustees look at the big picture and policy, and articulate their “priorities” each year to the S/P. Dr. Fisher recommended three to seven priorities with five being an optimal number. The S/P and staff are responsible for carrying out these priorities through various planning documents and processes.

### **President’s Mid-Year Update**

President Reyes updated the Trustees on the following:

- Changes to the Equivalency process.
- Changes to the hiring processes to comply with EEO regulations.
- Possible suspension of classes at the Fort Bragg Center by the College of the Redwoods.

### **Preparing for a New Strategic Action Plan**

The current process for setting Board priorities and the annual update of the Strategic Action Plan are being reviewed by President Reyes. An item will be placed on the March 5, 2014 Board Agenda to further discuss this process.

**ADJOURNMENT** M/S/C (Tomkins/Haynes) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 4:10 PM.

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