

**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, April 10, 2019 at Mendocino College, 372 E. Commercial Street, Willits, CA.

**GENERAL MATTERS**

*Call to Order & Pledge of Allegiance* Trustee Pinoli, Board President, called the meeting to order at 4:00 PM which was followed by the Pledge of Allegiance led by Trustee Ubelhart.

<i>Board Members</i>	President	Robert Jason Pinoli	present
	Vice President	Marie L. Myers	present
	Clerk	Ed Nickerman	present
	Trustee	Paul Ubelhart	present
	Trustee	Xochilt Martinez	arrived at 4:05 pm
	Trustee	Dave Geck	present
	Trustee	John Tomkins	present
	Student Trustee	Rickie Farah	arrived at 5:15 pm

*Secretary* Arturo Reyes, Superintendent/President

*Support Staff* Mary Lamb, Executive Assistant to the Superintendent/President

*Staff Representatives* Debra Polak, Vice President of Academic Affairs (present)  
Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services (present)  
Ulises Velasco, Vice President of Student Services (present)  
Nicole Marin, Director of Human Resources (present)

<i>Constituent Representatives</i>	Academic Senate	Catherine Indermill, President (absent)
	Classified Senate	Tony Novelli, President (present – arrived at 5:30pm)
	Management/Supervisory/Confidential	Matthew Gordon, President (present – arrived at 5:30pm)

*Agenda Approval* M/S (Tomkins/Nickerman) to approve the agenda as presented/amended. The matter was approved via the following vote:

Ayes	Tomkins, Geck, Ubelhart, Pinoli, Myers, and Nickerman
Noes	None
Abstentions	None
Absent	Martinez

*Minutes Approval* M/S (Myers/Tomkins) to approve the minutes of the regular Board meeting held on March 13, 2019 as presented. The matter was approved with the following vote:

Ayes	Tomkins, Pinoli, Nickerman, and Myers
Noes	None
Abstentions	Geck and Ubelhart
Absent	Martinez

*Public Comments on Closed Session Items*

- There were no comments from members of the public at this time.

**CLOSED SESSION**

The Board adjourned to Closed Session at 4:04 PM with Board President Pinoli stating items 2.1, 2.2, 2.3 and 2.4 will be discussed in closed session.

**OPEN SESSION**

*Report of Action Taken in Closed Session*

The Board returned to open session at 5:15 PM with Board President Pinoli reporting the following action taken in closed session:

“This evening in closed session, by a vote of 7 (Trustees Tomkins, Pinoli, Nickerman, Geck, Ubelhart, Martinez and Myers) to 0, the Board of Trustees accepted the resignation of a permanent academic employee as part of the resolution of a disciplinary action. This resolution included monetary and non-monetary provisions.”

*Public Comments*

- Patrick Hickey representing SEIU #1021 addressed the board regarding item #9.3 on the agenda – the first reading of the Nondiscrimination policy.
- Erin Schon-Brenner addressed the board regarding the upcoming Spring Dance Festival.

**PRESIDENT AND ADMINISTRATION REPORT**

A written report was presented by Superintendent/President Reyes.

In addition, President Reyes informed the board members that at their meeting on Tuesday, April 9<sup>th</sup>, the Mendocino County Board of Supervisors approved the addition of a traffic signal at the corner of Hensley Creek Road and N. State Street. They also approved the addition of a digital sign on the northwest side of the same intersection (opposite from the CalFire station).

President Reyes also reminded the board members that commencement will be held on Friday, May 24<sup>th</sup>. Board members need to be on campus by 5:00pm in order to be ready for the evening festivities.

**CONSENT AGENDA**

M/S (Geck/Myers) Board of Trustees does hereby approve the Consent Agenda as presented. The consent agenda was approved with the following vote:

Ayes	Tomkins, Pinoli, Martinez, Nickerman, Geck, Ubelhart and Myers
Noes	None
Abstentions	None
Absent	None

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

### **Personnel**

*Consideration to approve the personnel list – Short-Term Non Continuing (STNC) Employees*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the short-term non-continuing (STNC) employees as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.

*Consideration to approve the personnel list – Part-Time Faculty*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of part-time faculty as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.

*Consideration to approve Transfer/Promotion/ Reassignment - Classified*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the transfer and promotion of Darletta Fulwider, Financial Aid Technician, effective May 1, 2019.

*Consideration to approve the personnel list – Temporary, Non-Tenure Track, Categorically Funded, Full-Time Faculty*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Shanti Adhikari as a temporary, non-tenure track, categorically funded, full-time Nursing faculty effective August 19, 2019 through May 22, 2020.

*Consideration to approve Increase in the Number of Hours Worked Per week – Classified Employee*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the increase in the number of hours worked per week from 20 to 25 for the Curriculum Technician effective April 1, 2019.

*Consideration to ratify Resignation/ Retirement – Full Time Faculty*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the retirement of Daniel Jenkins, Full-Time Faculty, Human Services, effective May 27, 2019.

*Consideration to receive the Mendocino-Lake Community College Classified Bargaining Unit/SEIU (MLCCCBU) Local*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2019/20 collective bargaining proposal from the Mendocino-Lake Community College Classified Bargaining Unit (MLCCCBU) and directs the Superintendent/President to receive public comments to this proposal prior to the May Board meeting.

1021, 2019/20  
Reopeners

*Consideration to receive the Mendocino College Federation of Teachers (MCFT/AFT), 2020/21 Reopeners*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2020/21 collective bargaining proposal from the Mendocino College Federation of Teachers (MCFT/AFT) and directs the Superintendent/President to receive public comments to this proposal prior to the May Board meeting.

*Consideration to present the Mendocino-Lake Community College District Reopeners to the Mendocino-Lake Community College Classified Bargaining Unit/SEIU, Local 1021 (MLCCCBU) 2019-20*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby presents the District's initial 2019/20 collective bargaining proposal to Mendocino-Lake Community College Classified Bargaining Unit/SEIU, Local 1021 (MLCCCBU), and directs the Superintendent/President to receive any related public comments prior to the May Board meeting.

*Consideration to present the Mendocino-Lake Community College District Reopeners to the Mendocino College Federation of Teachers (MCFT/AFT) 2020/21*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby presents the District's initial 2020/21 collective bargaining proposal to Mendocino College Federation of Teachers (MCFT) and directs the Superintendent/President to receive any related public comments prior to the May Board meeting.

*Fiscal Report as of February 28, 2019*

**Other Items**

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as of February 28, 2019 as presented.

*Donation*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donated items from Connie Sackman as presented.

*Board of Trustees/Foundation Ad-Hoc Committee*

**INFORMATIONAL/ACTION ITEM**

An update from the ad-hoc committee was presented by Trustee Geck.

The ad-hoc committee met on March 27<sup>th</sup> with the 3 members of college board and the 3 members from Foundation board present. Feelings expressed at the meeting indicated a good-faith effort on both sides will help to improve the relationship between the Foundation and the College. The committee will be continuing to meet with their next meeting scheduled to take place on

Wednesday, April 17<sup>th</sup>.

The takeaway from the meeting was it is in the best interest of both entities to move forward and find a way to continue to work together for the students of Mendocino College.

**ACTION ITEMS**

*2018-2019 April  
Revise Budget*

After reviewing the information presented, the board took the following action:

M/S (Geck/Martinez) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the proposed 2018/2019 April Revised Budget as presented and shown on attachments A1 through I.

Ayes	Tomkins, Myers, Pinoli, Geck, Ubelhart, Martinez and Nickerman
Noes	None
Abstentions	None
Absent	None

*Contracts and  
Agreements –  
Quarterly  
Ratification*

After reviewing the information presented, the board took the following action:

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby ratify the contracts and agreements as presented with the following vote:

Ayes	Tomkins, Myers, Pinoli, Martinez Geck, Ubelhart, and Nickerman
Noes	None
Abstentions	None
Absent	None

*Awarding of Audit  
Contract for Fiscal  
Year Ending June  
2019*

After reviewing the information presented, the board took the following action:

M/S (Ubelhart/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby award the audit contract for the fiscal year ending June 30, 2019 at a price of \$34,880/District and \$8,005/Foundation to the Certified Public Accounting firm Cossolias, Wilson Dominquez, Leavitt (CWDL) as presented with the following vote:

Ayes	Tomkins, Myers, Pinoli, Martinez Geck, Ubelhart, and Nickerman
Noes	None
Abstentions	None
Absent	None

*Northern California  
Community Colleges  
Self Insurance  
Authority  
(NCCCSIA)*

After reviewing the information presented, the board took the following action:

M/S (Myers/Nickerman) that the Mendocino-Lake Community College District Board Trustees does hereby adopt Resolution 04-19-01 – Designation of District Alternate as presented with the following vote:

*Designation of District Alternate – Resolution #04-19-01*

Ayes	Tomkins, Myers, Pinoli, Martinez Geck, Ubelhart, and Nickerman
Noes	None
Abstentions	None
Absent	None

*Vice President’s Salary Schedule*

After reviewing the information presented and discussion, the board took the following action:

M/S (Nickerman/Geck) that the Mendocino-Lake Community College District Board of Trustees does hereby approve the salary schedule for the Vice Presidents as presented with the following vote:

Ayes	Geck, Martinez, Nickerman, Pinoli, Ubelhart and Tomkins.
Noes	Myers
Abstentions	None
Absent	None

*Classified Professionals Week – Resolution# 04-19-02*

After reviewing the information presented, the board took the following action:

M/S (Myers/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 04-19-02 in honor of Classified Professionals Week as presented with the following vote:

Ayes	Tomkins, Myers, Pinoli, Martinez Geck, Ubelhart, and Nickerman
Noes	None
Abstentions	None
Absent	None

*Big Picture – Partnerships Small Schools – What are we doing currently and what more can be done?*

Vice President of Academic Affairs Polak presented an overview of the many partnerships currently in place with the various K-12 small schools in our district.

### **INFORMATIONAL REPORTS**

*Mendocino College Foundation, Inc.*

A written informational report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation. She shared a new flyer from the Foundation regarding ways to give.

*Constituents Group Reports*

#### **Academic Senate**

A written report was submitted by Academic Senate President Catherine Indermill.

#### **Classified Senate**

Classified Senate President Tony Novelli shared with the Board an introduction of Jeana Thompson who will be the Classified Senate President next year. He also stated they both just attended a President's workshop that focused on leadership development.

**Management/Supervisory/Confidential**

A written report was submitted by Management/Supervisory/Confidential President Matthew Gordon who stated he had nothing to add.

*Board Policy  
Additions and  
Revisions – First  
Reading*

Board policy 3410 – Nondiscrimination was presented for review and information. Voting on this policy will take place at the May 2019 board meeting.

*Vision for Success  
Goals*

An overview of the proposed Vision for Success goals was presented by Vice President Polak as information. Voting on the final version of these goals will take place at the May 2019 board meeting.

*Student Housing*

Bill Pauli addressed the board regarding the proposed student housing on the Ukiah campus.

The ad-hoc committee has not yet met but an email will be going out soon regarding their first meeting date and time. Board President Pinoli stated the goal of the committee will be to have a couple of meetings in the month of May and possibly June.

*Campus Climate and  
Student Satisfaction  
Inventory Update*

A copy of the in-depth report from Ruffalo Noel Levitz was shared with the board. The report discussed the action plans developed with Dr. David Trites during his final visit to our campus in March.

**TRUSTEE COMMUNICATION**

*Trustee Reports*

Trustees commented orally on their recent college-related activities.

*Future Agenda Items*

Future agenda items discussed and approved by the board members are as follows:

- Possible walk through of the proposed sites for the housing at the next meeting.

*Adjournment*

With agenda business concluded, Board President Pinoli declared the meeting adjourned at 7:00 PM.

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