

**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 13, 2016 at the Mendocino College North County Center, 372 Commercial Street, Willits, California.

GENERAL MATTERS

Call To Order Trustee Tomkins, Board President, called the meeting to order at 5:01pm.

<i>Board Members</i>	President	John Tomkins	present
	Vice President	Edward Haynes	present
	Clerk	Dave Geck	arrived at 5:25pm
	Trustee	Paul Ubelhart	present
	Trustee	Marie L. Myers	present
	Trustee	Janet Chaniot	present
	Trustee	Joel Clark	present
	Student Trustee	Nayeli Castaneda	absent

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)

<i>Constituent Representatives</i>	Academic Senate	Reid Edelman, President (absent)
	Classified Senate	David Bushway, President (absent)
	Management/Supervisory/Confidential	Debra Polak, President (present)

Agenda Approval M/S (Clark/Chaniot) to approve the agenda as presented. The matter was approved via the following vote:

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

Minutes/Approval After discussion, the following action was taken.
M/S (Ubelhart/Clark) to approve the minutes of the regular meeting held on March 2, 2016 as amended. The matter was approved with the following vote:

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

M/S (Ubelhart/Myers) to approve the minutes of the Board Workshop and Special meeting held on March 23, 2016 as amended. The matter was approved with the following vote:

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

Professional Development Leave Report

A presentation was made by Dr. Rebecca Montes highlighting the work she completed during her Professional Development Leave in 2014/2015 entitled “Uncivil Homefront: Mendocino County During the Civil War”.

Public Comments

- No comments from the public were made.

PRESIDENT AND ADMINISTRATION REPORT

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

- The trip to the Chancellor’s Office trip today was productive.
- A Special Meeting/Board Workshop has been scheduled for Wednesday, May 25, 2016.

CONSENT AGENDA

M/S (Chaniot/Ubelhart) 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.

Employment – Educational Administrator

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Educational Administrator contracts for Valerie Jensen and Rebecca Montes as presented.

Transfer - Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the transfer of Jody Gehrman from English to Communication Studies as presented.

<i>Retirements/ Resignations - Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation/retirements of Jackie Blacklock, Rosario (Rose) Hernandez, Lisa Galletti and Dennis Sawle as presented.
<i>Employment - Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the employment of Anthony Novelli and Susan Sopp as presented.
<i>Mendocino-Lake Community College Classified Bargaining Unit (MLCCCBU)</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the signing of the side letter with the Classified Bargaining Unit (MLCCCBU) regarding the four 10-hour day work week from 05/31/16 through 7/29/16 as presented.
<i>Mendocino-Lake Community College Classified Bargaining Unit/SEIU – Local 1021, 2016-2017 Reopeners</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby receives the initial 2017-17 collective bargaining proposal from the Mendocino-Lake Community College Classified Bargaining Unit and directs the Superintendent/President to receive public comments on this proposal prior to the June Board meeting.
<i>Mendocino College Federation of Teachers (MCFT), 2016-2017 Reopeners</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby receives the initial 2016-2017 collective bargaining proposal from the Mendocino College Federation of Teachers and directs the Superintendent/President to receive public comments on this proposal prior to the May Board meeting.
<i>Mendocino-Lake Community College District 2016-2017 Reopeners to MCFT</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby presents the District’s initial 2016-17 collective bargaining proposal to MCFT; and directs the Superintendent/President to receive related public comments prior to the May Board meeting.
<i>Mendocino-Lake Community College District 2016-17 Reopeners to Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby presents the District’s initial 2016-17 collective bargaining proposal to MLCCCBU/SEIU, Local 1021, and directs the Superintendent/President to receive related public comments prior to the May Board meeting.
<i>Mendocino-Lake Community College District 2016-17 Reopeners to MPFA</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby presents the District’s initial 2016-17 collective bargaining proposal to MPFA; and directs the Superintendent/President to receive related public comments prior to the May Board meeting.
	<u>Other Items</u>
<i>Fiscal Report as of February 29, 2016</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.
<i>Mendocino College 2016-2017 Catalog</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the 2016-2017 Mendocino College catalog.

*Sale and/or
Disposal of Surplus
Property*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby authorize the sale of surplus property as listed on Attachment "A" and further authorizes staff to dispose of property with an insufficient value to defray the costs of arranging a sale in a manner consistent with the College's commitment to recycling.

*Donation of
Automobiles*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the automobile generously donated to Mendocino College by Angelo Ferrante as presented.

ACTION ITEMS

*2015/2016 April
Revised Budgets*

After reviewing the item presented, the following action was taken:

M/S (Clark/Myers) to adopt the proposed 2015/16 April Revised Budgets as presented and shown on Attachments A-1 through I. The motion was approved with the following vote:

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

*Contracts and
Agreements –
Quarterly
Ratification*

After reviewing the information provided, the following action was taken:

M/S (Geck/Ubelhart) to ratify the contracts and agreements 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

*Exception to the In-
Residence Unit
Requirement for
Graduation*

After reviewing the information provided, the following action was taken:

M/S (Clark/Ubelhart) to allow an exception to the resident unit requirement for student 102175 due to undue hardship. The motion was approved with the following vote:

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

*Petition for
Transfer of
Territory –
Resolution 04-16-
01*

After reviewing the information provided, the following action was taken:
M/S (Clark/Chaniot) to approve the Petition for Transfer of Inhabited Territory and consent to all conditions stated in the document presented with the following vote:

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

Absent None

*Support for AB
1721 (Medina) and
AB 1892 (Medina)
Cal Grants and
College
Affordability –
Resolution 04-16-
02*

After reviewing the information provided, the following action was taken:

M/S (Chaniot/Myers) to adopt Resolution 04-16-02 in support of Cal Grants and College Affordability with the following vote:

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

*Classified
Professionals Week
Resolution 04-16-
03*

After reviewing the information provided, the following action was taken:

M/S (Myers/Clark) to adopt Resolution 04-16-03 in honor of Classified Professionals Week with the following vote:

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

*2016 California
Community College
Trustees (CCCT)
Ballot for Board of
Directors*

After reviewing the information provided, the following action was taken:

M/S (Chaniot/Ubelhart) to submit support of the Board for the following candidates :

Susan “Sue” M. Keith	Linda S. Wah
Kenneth A. Brown	Sally W. Biggin
Louise Jaffe	Jerry D. Hart
Cy Gulassa	Shaun Giese

The action 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 discussion, the following action was taken:

M/S (Chaniot/Geck) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Board Policy 7310 and Board Policy 7400 as presented.

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

Big Picture

An update on the Mendocino College Athletic Program was presented by Athletic Director Matthew Gordon.

INFORMATIONAL ITEMS AND REPORTS

- Mendocino College Foundation, Inc.* A written report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation, Inc.
- Constituents Group Reports* **Academic Senate:**
A written report was submitted by Reid Edelman, Academic Senate President.
- Management/Supervisory/Confidential:**
M/S/C President Polak stated she had nothing to add.
- Health Benefits Report* The health benefits report reflecting information through February 29, 2016 was presented as information.
- Administrative Procedure Revision* A revision to Administrative Procedure 2435.1 was presented as information.

TRUSTEE COMMUNICATION

- Trustee Reports* A written report was submitted by Trustee Haynes. Other trustees commented orally on their recent college-related activities.
- Future Agenda Items*
- Co-curricular organizations on campus
 - A report from the Social Sciences department about whether colleges are slanted in their instruction
 - Center Fee fund
 - Hiring practices

CLOSED SESSION

The Board adjourned to Closed Session at 6:52 PM. Board President Tomkins announced the board will only be discussing items 11.2, 11.5 and 11.6 during closed session.

OPEN SESSION

- Report of Action Taken in Closed Session* The Board returned to open session at 7:43 PM with Board President Tomkins reporting no action taken on the items discussed in closed session.
- Adjournment* M/S (Clark/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 7:44 PM.

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

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