

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, February 10, 2021 using ZOOM remote meeting technology.

GENERAL MATTERS

Call to Order Trustee Pinoli, Board President, called the meeting to order at 4:30 PM.

| | | | |
|----------------------|-----------------|---------------------|---------|
| <i>Board Members</i> | President | Robert Jason Pinoli | present |
| | Vice President | Marie L. Myers | absent |
| | Clerk | Ed Nickerman | present |
| | Trustee | Xochilt Martinez | present |
| | Trustee | John Tomkins | present |
| | Trustee | TeMashio Anderson | present |
| | Trustee | Noel O’Neill | present |
| | Student Trustee | vacant | |

Secretary Timothy Karas, Superintendent/President

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

Staff Representatives Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services (present)
Debra Polak, Vice President of Academic Affairs (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 (present) |
| | Classified Senate | Mayra Sanchez, President (present) |
| | Management Team | Janelle Bird, President (present) |

Agenda Approval M/S (Nickerman/Tomkins) to approve the agenda as amended. The amendment being moving both items 4.5 and 4.7 from consent to action items. The matter was approved via the following vote:

| | |
|-------------|------------------------------------------------------------|
| Ayes | Nickerman, O’Neill, Martinez, Anderson, Tomkins and Pinoli |
| Noes | None |
| Abstentions | None |
| Absent | Myers |

Approval of Minutes M/S (Nickerman/Tomkins) to approve the minutes of the regular board meeting held on January 13, 2021 as presented. The matter was approved with the following vote:

| | |
|------|-------------------------------------------------------------|
| Ayes | Martinez, Nickerman, O’Neill, Anderson, Tomkins, and Pinoli |
|------|-------------------------------------------------------------|

Noes None
Abstentions None
Absent Myers

M/S (Nickereman/Tomkins) to approve the minutes of the special board meeting held on January 13, 2021 as presented. The matter was approved with the following vote:

Ayes Martinez, Nickerman, O'Neill, Anderson, Tomkins, and Pinoli
Noes None
Abstentions None
Absent Myers

M/S (Nickerman/Tomkins) to approve the minutes of the special board meeting held on January 28, 2021 as presented. The matter was approved with the following vote:

Ayes Martinez, Nickerman, O'Neill, Anderson, Tomkins, and Pinoli
Noes None
Abstentions None
Absent Myers

Public Comment on Closed Session Items

There were no comments made on closed session items.

CLOSED SESSION

The Board adjourned to Closed Session at 4:36 PM with Board President Pinoli stating only item 2.3 would be discussed in closed session.

OPEN SESSION

Report of Action Taken in Closed Session

The Board returned to open session at 5:20 PM with Board President Pinoli reporting the following action taken in closed session:

This evening in closed session under item #2.3 the Board of Trustees by a vote of 6-0 (Trustees Anderson, Martinez, Nickerman, O'Neal, Tomkins and Pinoli) took action of non-renewal of the following positions:
Categorical Classified Program Manager, FYI;
Categorical Classified Program Manager, CAMP;
Categorical Educational Administrator, Director of MESA/STEM Success;
Categorical Faculty, FYI Counselor;
Categorical Faculty, Equity Counselor; and
Categorical Faculty, Nursing Instructor

There was no action taken on items 2.1 or 2.2.

Public Comments

Stuart Campbell, President of the Mendocino Part-Time Faculty Association (MPFA) addressed the board regarding the reference in the President's report to the Part-Time Faculty salary schedule.

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Karas who added the following information:

Superintendent/President Karas mentioned the celebration of Black History Month taking place at the college. He also stated we will be celebrating President’s Day weekend and the campus will be closed on Friday, February 12th and Monday, February 15th.

Superintendent/President Karas recognized Jim Xerogeanes and his years of service whose upcoming retirement is mentioned in this packet.

He also mentioned the board will be taking action to grant tenure to five faculty members during this meeting.

Superintendent/President Karas informed the board he and the Vice Presidents participated in a meeting last Friday with Senator McGuire’s office regarding the Sustainable Construction program and provided him with an update on our progress.

He also discussed current enrollments which are trending down about 15%. This trend is not unheard of across the state in the community college system and find them to be running about average in our area. We have found many of the students who are not attending are first time students which have children at home with them, etc. We are looking to run a big campaign in the future where we anticipate re-engaging with those students as we prepare to return to campus.

CONSENT AGENDA

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

| | |
|-------------|-------------------------------------------------------------|
| Ayes | Martinez, Nickerman, Anderson, Tomkins, O’Neill, and Pinoli |
| Noes | None |
| Abstentions | None |
| Absent | Myers |

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

Personnel

Consideration to approve Personnel List – Short Term Non-Continuing 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

*RESOLVED, That the Mendocino-Lake Community College District Board

approve personnel list – Part-Time Faculty of Trustees does hereby approve the employment of the Part-Time Faculty for the Spring 2021 semester as presented pending receipt of all necessary employment eligibility requirements.

Consideration to approve the list of Volunteers *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as presented.

Consideration to approve Employment – Classified *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Rochelle Fink effective February 16, 2021 pending receipt of all necessary employment eligibility requirements.

Consideration to approve Working Out Of Class Compensation *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the Working Out of Class and/or Additional Duties of Joseph Atherton, Eliza Fields, Janet Jones and Amy Nelson as presented.

Renew Contracts for Categorically Funded Faculty *RESOLVED, That the Mendocino-Lake Community College Board of Trustees hereby approves the one-year categorically funded faculty contracts for Sara Bogner, Joseph Munoz and Noel Woodhouse as presented.

Classified Administrator Contracts *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the classified administrator contracts as presented.

Educational Administrator Contracts *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the educational administrator contracts as presented.

Other Items

Fiscal Report as of December 31, 2020 *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accept the fiscal report as of December 31, 2020 as presented.

Donations *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the donation to Mendocino College by Euline Olinger.

Quarterly Fiscal Status Report – AB2910 *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accept the quarterly fiscal status report as presented.

ACTION ITEMS

Consideration to ratify Resignation – Full-Time Faculty The Board recognized Jim Xerogeanes for his twenty-five years of service to the college and our community. He was responsible for starting many agricultural programs offered by the college including viticulture and horticulture. The board wished him well in his future endeavors and took the following action:

M/S (Tomkins/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation of Jim Xerogeanes, Instructor – Agriculture, effective May 31, 2021 as presented with the following vote:

| | |
|-------------|------------------------------------------------------------|
| Ayes | Martinez, Nickerman, Anderson, O’Neill, Tomkins and Pinoli |
| Noes | None |
| Abstentions | None |
| Absent | Myers |

Faculty Contracts

The Board recognized the five faculty members who have made it to the point in their career where they are granted tenure. The board congratulated Neeka Aguirre, History; Chantal Cimmityotti, Mathematics; Heidi Crean, Nursing; Emily Hashemian, EOPS Counselor; and John Rall, English on their accomplishment and took the following action:

M/S (Nickerman/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby approve the listed contracts for tenure-track faculty as presented with the following vote:

| | |
|-------------|------------------------------------------------------------|
| Ayes | Martinez, Nickerman, Anderson, O’Neill, Tomkins and Pinoli |
| Noes | None |
| Abstentions | None |
| Absent | Myers |

Proposed 2021-2022
Nonresident Tuition
Fee

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

M/S (O’Neill/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2021/2022 nonresident tuition fee at \$270 based on Option C - Contiguous District as presented with the following vote:

| | |
|-------------|------------------------------------------------------------|
| Ayes | Martinez, Nickerman, Anderson, O’Neill, Tomkins and Pinoli |
| Noes | None |
| Abstentions | None |
| Absent | Myers |

*Board Policy
Additions and
Revisions – Second
Reading*

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

M/S (O’Neill/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the additions and/or revisions to Board Policy 5120, Board Policy 5130, Board Policy 7211 and Board Policy 7251 as presented with the following vote:

| | |
|-------------|------------------------------------------------------------|
| Ayes | Martinez, Nickerman, O'Neill, Anderson, Tomkins and Pinoli |
| Noes | None |
| Abstentions | None |
| Absent | Myers |

Big Picture

Mendocino College Coastal Field Station Update

Dr. Steve Cardimona, Professor of Earth Science presented the information on the Mendocino College Coastal Field Station.

Dr. Cardimona stated the Coastal Field Station included 15 acres on the coast just north of Point Arena which was formally used by the United States Army Air Corps and the United States Coast Guard. Mendocino College was awarded the property in 1981.

The Earth Science and Biological Science disciplines are the major users of the property which also includes a laboratory and a classroom meeting space. Prior to the College taking possession of the property, these spaces were used as the shop and the garage for the Coast Guard.

The facility offers a hands-on experience in the field with all of the work done at the site. It also offers the opportunity to promote environmental awareness and to address 21st century issues. Environmental Science courses collect data which is used to help understand the coastal environment and its challenges. Botany works to collect native plant samples and to conduct further study of them. Zoology and Marine Biology also study the many things available to them at the site. The MESA students have also been afforded the opportunity to focus on the many aspects of the property.

In addition to the spaces listed above, the site also includes kitchen facilities, a dining area and gathering spaces. Many of our students have never been to the coast and these facilities provide a space which enables them to expand the opportunities available to them.

Ongoing activities at the site include an Associated Students of Mendocino College (ASMC) retreat and an Art class weekend. We have also been able to draw attention to the field station by way of the faculty-nominated scholarships which are available to students.

Several external organizations use the field station facility and also provide exposure to our students regarding opportunities beyond Mendocino College.

A mural is currently planned to be placed on the wall of the pump house at the property. The mural will be completed by one of the Mendocino College art students. Input for the mural was gathered by the artist from various science students who have visited and studies at the site.

Dr. Cardimona also informed the board while the field station site is not open

to the general public, it is surrounded by the California Coastal National Monument property.

INFORMATIONAL REPORTS

*Mendocino College
Foundation, Inc.*

An oral report was presented by Joe Atherton, Director of Fiscal Services. The Foundation will be holding an ad-hoc committee meeting next week where they will be reviewing the foundation needs and the process for hiring a new Executive Director.

*Constituents Group
Reports*

Academic Senate

A written report was submitted by Academic Senate President Indermill. Academic Senate Indermill thanked the Trustees for approving the tenure track contracts for the five faculty members mentioned above.

Classified Senate

A written report was submitted by Classified Senate President Mayra Sanchez who stated she had nothing to add.

Management Team

A written report was submitted by Management Team President Janelle Bird who had nothing to add.

TRUSTEE COMMUNICATION

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustee Anderson stated he is happy to recognize the newly tenured faculty and to hear about the progress of the Construction program.

Trustee Martinez asked about the study taking place which addresses not including a COVID-19 testing program as a requirement for admission.

Trustee Nickerman stated he has been out visiting his small schools and he cannot wait for the pandemic to be over so we can get the students back in the classroom.

Trustee O'Neill thanked the Superintendent/President and the staff members for all the great things currently happening at the college.

Trustee Tomkins stated he is very proud of the staff and what they do and thanked everyone for the great job they are doing.

Future Agenda Items

- The current list of future agenda items includes the following with additional comments from members of the Board of Trustees:
- Diversity training for Board members – Trustee Martinez requested this item and feels it needs to be either a workshop or special meeting. It should not be a lecture but more of a reflection and participation by

members of the board. For this reason, she feels it needs to be when we are once again able to meet in person.

- Essential needs for Trustee onboarding
- Outreach to the community and the various tribes
- A workshop or presentation on the next phase plans for the three centers
- A Big Picture presentation by Mendocino County Superintendent of Schools Michelle Hutchins and colleague – Spring 2021
- A big picture presentation similar to the presentation with the Lake County Superintendent of Schools.

Board President Pinoli stated he is currently working with Superintendent/President Karas to have both Lake and Mendocino County Superintendent of Schools make a presentation to the Board next month.

Adjournment

With agenda business concluded, Board President Pinoli declared the meeting adjourned at 6:30 PM.

Submitted by:
Timothy Karas, Superintendent/President
Secretary, Board of Trustees