

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 9, 2022, at Mendocino College, 1000 Hensley Creek Road, Ukiah, CA and also using ZOOM remote meeting technology.

GENERAL MATTERS

Call to Order Trustee Pinoli, Board President, called the meeting to order at 4:00 PM.

<i>Board Members</i>	President	Robert Jason Pinoli	present
	Vice President	Marie L. Myers	present
	Trustee	Ed Nickerman	present
	Clerk	Xochilt Martinez	present
	Trustee	John Tomkins	present
	Trustee	TeMashio Anderson	arrived at 4:03 PM
	Trustee	Noel O’Neill	present
	Student Trustee	Leonardo Rodriguez	arrived at 4:30 PM

Secretary Timothy Karas, Superintendent/President (present)

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	Isabel Lopez, President (present)
	Management Team	Janet Daugherty, President (present)

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

Ayes	Nickerman, O’Neill, Myers, Tomkins, Martinez and Pinoli
Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez – absent

Approval of Minutes M/S (Nickerman/Myers) to approve the minutes of the regular board meeting held on December 15, 2021, as presented. The matter was approved with the following vote:

Ayes	Nickerman, O’Neill, Myers, Tomkins, Martinez and Pinoli
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Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez – absent

M/S (Nickerman/Myers) to approve the minutes of the special board meeting held on January 26, 2022, as presented. The matter was approved with the following vote:

Ayes	Nickerman, O’Neill, Myers, Tomkins, Martinez and Pinoli
Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez – absent

Public Comment on Closed Session Items There were no comments made on closed session items.

CLOSED SESSION

The Board adjourned to Closed Session at 4:04 PM with Board President Pinoli stating only item 2.1 and 2.3 would be discussed in closed session.

OPEN SESSION

Report of Action Taken in Closed Session The Board returned to open session at 4:46 with Board President Pinoli reporting no action was taken on item #2.1 and the report out on item #2.3 is deferred.

Public Comments There were no comments from the public.

PRESIDENT AND ADMINISTRATION REPORT

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

On February 8th, a new art show opened on February 8th entitled “The Russian River and its Watershed” which includes works by renowned landscape artist Richard McDaniel. The show will run through March 18th.

The Theatre Department is currently offering a production of a Mid Summer’s Night Dream through February 13th. Tickets are limited but there are some still available.

CONSENT AGENDA

M/S (Nickerman/Tomkins) Board of Trustees does hereby approve the items on the Consent Agenda as presented. The items were approved with the following vote:

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

Advisory Vote Rodriguez - aye

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 approve Personnel List – Part-Time Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the Part-Time Faculty for the Spring 2022 semester as presented at the meeting pending receipt of all necessary employment eligibility requirements.

Consideration to approve Assignment Change - Classified

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the increase of assignment for Adriaan Leon and Chenfei Xu effective July 1, 2022, as presented.

Consideration to approve Faculty Contracts

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the list of contracts for tenure-track faculty as presented.

Consideration to Renew Contracts for Categorically Funded Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the one-year categorically funded faculty contracts as presented.

Consideration to approve Classified Administrator Contracts

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

Consideration to approve Educational Administrator Contracts

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

Consideration to approve Notification of Classified Layoffs – Resolution 02-22-01

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby adopts Resolution #02-22-01 and directs the Superintendent/President to send layoff notices to that individual currently employed in the CAMP categorically funded position.

Other Items

Fiscal Report as of December 31, 2021

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the fiscal report as of December 31, 2021, as

presented.

*Quarterly Fiscal
Status Report – AB
2910*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the quarterly fiscal report – AB 2910 as of December 31, 2021, as presented.

Donations

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the donations to Mendocino College by Debra Polak as presented.

*Authorization for
Remote
Teleconference
Meetings –
Resolution 02-22-02*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby adopt Resolution #02-22-02 and authorizes the continuation of virtual meetings pursuant to the conditions outlined in Assembly Bill 361 as presented.

ACTION ITEMS

*Contracts and
Agreements*

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

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

Ayes	Anderson, Martinez, Myers, Nickerman, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	None
Advisory Vote	Rodriguez - aye

*Proposed 2022/2023
Nonresident Tuition
Fee*

After reviewing the late-breaking revised information presented by Assistant Superintendent/Vice President of Administrative Services and the subsequent discussion, the board took the following action:

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2022/2023 nonresident tuition fee of \$295.00 based on option C (contiguous districts) as presented with the following vote:

Ayes	Anderson, Martinez, Myers, Nickerman, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	None
Advisory Vote	Rodriguez - aye

*Authorization for the
Issuance of*

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

*Mendocino-Lake
Community College
District 2022
General Obligation
Refunding Bonds and
Actions Related
There to – Resolution
02-22-03*

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby approve Resolution #02-22-03 as presented with the following vote:

Ayes	Anderson, Martinez, Myers, Nickerman, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	None
Advisory Vote	Rodriguez - aye

*Board Policy
Additions and
Revisions – Second
Reading*

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

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Board Policy 1200 – District Mission; Board Policy 2210 – Officers; Board Policy 2345 – Public Participation at Board Meetings; Board Policy 2350 – Speakers; Board Policy 2355 – Decorum; Board Policy 2410 – Board Policies and Administrative Procedures; Board Policy 2430 – Delegation of Authority to the Superintendent/President; Board Policy 2715 – Code of Ethics/Standards of Practice and Board Policy 2745 – Board Self-Evaluation as presented with the following vote:

Ayes	Nickerman, Martinez, Myers, O’Neill, Tomkins, Anderson and Pinoli
Noes	None
Abstentions	None
Absent	None
Advisory Vote	Rodriguez – aye

*College and Careers
Access Pathways
(CCAP) Agreement
– Second Reading*

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

M/S (Nickerman/Rodriguez) that the Board of Trustees of the Mendocino-Lake Community College District does hereby approve the College and Careers Access Pathways agreement with the Willits Charter School as presented with the following vote:

Ayes	Nickerman, Martinez, Myers, O’Neill, Tomkins, Anderson and Pinoli
Noes	None
Abstentions	None
Absent	None
Advisory Vote	Rodriguez – aye

*Establishment of
New Trustee Areas –
Resolution 02-22-04*

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

M/S (Tomkins/Myers) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt Resolution #02-22-04 as

presented with the following vote:

Ayes	Nickerman, Martinez, Myers, O’Neill, Tomkins, Anderson and Pinoli
Noes	None
Abstentions	None
Absent	None
Advisory Vote	Rodriguez – aye

Awarding of Contract – Coast Center Boiler Contract

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

M/S (Nickerman/Tomkins) that the Board of Trustees of the Mendocino-Lake Community College District hereby awards the contract for the Coast Center Boiler Project to Matrix HG, Inc. for \$89,812 with the following vote:

Ayes	Nickerman, Martinez, Myers, O’Neill, Tomkins, Anderson and Pinoli
Noes	None
Abstentions	None
Absent	None
Advisory Vote	Rodriguez – aye

Big Picture

Vice President of Student Services Velasco presented information on the various programs in the area of student services.

Work has begun on the Student Equity Plan which is due November 20, 2022. Working on the plan we have discovered several successes since the previous plan from 2019-2022. The new plan will run from 2022-2025. The most recent data reflects many successes since the last plan and have increased significantly. In this plan, Native American and White students transfer rates have increased as well as improvements to the completion of transfer level English and Math by Asian students as well.

We have been using Mendo Mobile to submit vaccine and testing information as required by Board Policy 2901 and Administrative Procedure 2901.1 which were implemented in the fall. Green passes are issued to students who are testing with blue passes being issued to those individuals who are vaccinated. Approximately 90% of students attending in person classes are vaccinated.

In-person support is provided in many ways whether it be curbside service or extended hours for in-person assistance. Plexiglass barriers are in place in many areas on campus.

A line queuing system was implemented during the fall 2021 semester. We haven’t usually needed to use this service as our lines haven’t been huge but the great thing about using this system is we are able to track how many students we are serving as well as being able to find out when our peak hours for services are.

Many interactions continue to be virtual.

The online bookstore launched on January 10th. Our staff provided service for those students who wanted to pick up their books in person.

Our new Transfer Center Counselor/Coordinator (Mark Osea) has been able to share more information with our students regarding those opportunities available to them. There will also be transfer workshops taking place in March.

Fiscal Services has distributed approximately \$3m in emergency funding to qualified students.

The Planning and Budgeting Committee has recommended hiring a full-time Behavioral Health and Wellness Counselor/Coordinator which would be a great benefit to our students.

INFORMATIONAL REPORTS

*Mendocino College
Foundation, Inc.*

A written report was submitted by the Mendocino College Foundation Executive Director Julie McGovern.

She added at yesterday's Foundation meeting, the group discussed bringing back the Gala in 2023 in recognition of the college's 50th anniversary.

*Constituents Group
Reports*

Academic Senate

A written report was submitted by Academic Senate President Indermill who added the following information:

Vice President of the Academic Senate Ginny Bucelli has resigned her position and was thanked for her help during her tenure.

She also recognized the six faculty members who were approved for tenure by the Board earlier tonight.

Classified Senate

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

Management Team

A written report was submitted by Management Team President Janet Daugherty who stated she had nothing to add.

TRUSTEE COMMUNICATION

*Board Policies
Additions and
Revisions – First*

Board Policy 2720 – Communication Among Board Members; Board Policy 2725 – Board Member Compensation; Board Policy 2730 Board Member Health Benefits; Board Policy 2735 – Board Member Travel; and Board Policy

Reading

2740 – Board Member Education were presented for review and discussion. Additional discussion and/or adoption of these policies will take place at the March 2022 board meeting.

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustee Anderson attended the MLACE strategic planning meeting which provided great information. He also attended the Blue-Ribbon Committee for the Rehabilitation of Clear Lake meeting. He would like to have further discussion on how we can improve our communication with the tribes in order to obtain a list of their needs.

Trustee Martinez acknowledged the Academic Senate and their statement regarding the Native American Lands.

Trustee Myers inquired about the fewer on-ground sections we are offering. Superintendent/President Karas informed her we have fewer students enrolled in on-ground classes therefore the need to offer fewer sections. We anticipate adding more sections on ground as students return to that mode of study.

Trustee Nickerman informed the board Vice President Polak gave a great program at the Ukiah Rotary meeting yesterday and he thanked her.

Trustee O'Neill reminded everyone about the open house scheduled to be held at the North County Center in March. He also stated he will not be attending the March Board of Trustees meeting. When considering the need of future programs at the college, he informed the Board there will be a need for Psychiatric Technician program in the near future. He was wondering about the possibly of offering a joint program with Yuba. Information regarding this type of venture will be addressed in a future administration report.

Trustee Tomkins informed the board he is a member of the Friends of the Lake County Center and attended a recent meeting where Julie made a presentation to them which was very informative.

Student Trustee Rodriguez informed the board he had is first in person Community Colleges of California Trustees (CCCT) meeting in January. They had a briefing on the Governor's budget proposal. During the meeting, he was part of the group who spoke on Financial Aid reform.

Trustee Pinoli addressed the question about becoming a Native American Serving Institution. When we had the original dedication of Pomo Plaza, it was the first time so many members of the various area tribes were brought together in one place. It might make sense for us to look into holding some sort of summit where once again the tribal members of both counties could gather together to discuss common issues and ways the college could help.

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 – move to try and find a date for a workshop – wants to wait a little longer in order to have outside presenters, etc.
- 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 the Lake County Superintendent of Schools similar to the presentation made by the Mendocino County Superintendent of Schools.
- Site visits at all the sites including courses offered and equipment available.
- Board workshop for board members regarding the process and how we handle the public as a board
- An ongoing conversation about the role Student Trustees can have in their individual districts. Discussion would include what it would mean for the board. Trustee Martinez would also like to have more information about the role of the student trustee.

Adjournment

With agenda business concluded, Board President Pinoli declared the meeting adjourned at 5:57 PM.

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