

**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, June 13, 2018 at Mendocino College, 2565 Parallel Drive, Lakeport, California.

**GENERAL MATTERS**

*Call to Order & Pledge of Allegiance*      Trustee Geck, Board President, called the meeting to order at 5:30 PM which was followed by the Pledge of Allegiance led by Trustee Tomkins.

<i>Board Members</i>	President	Dave Geck	present
	Vice President	Marie L. Myers	present
	Clerk	Robert Jason Pinoli	absent
	Trustee	Paul Ubelhart	present
	Trustee	Edward Haynes	present
	Trustee	Janet Chaniot	present
	Trustee	John Tomkins	present
	Student Trustee	None	

*Secretary*      Arturo Reyes, Superintendent/President

*Support Staff*      Mary Lamb, Executive Assistant II to 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)  
Sabrina Meyer, Director of Human Resources (present)

<i>Constituent Representatives</i>	Academic Senate	Catherine Indermill, President (absent)
	Classified Senate	Tony Novelli, President (absent)
	Management/Supervisory/Confidential	Matthew Gordon, President (present)

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

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

*Minutes Approval*      M/S (Tomkins/Ubelhart) to approve the minutes of the regular Board meeting held on May 9, 2018 as presented. The matter was approved with the following vote:

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

M/S (Tomkins/Ubelhart) to approve the minutes of the Board workshop held on June 6, 2018 as presented. The matter was approved with the following vote:

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

*Public Comments  
on Closed Session  
Items*

- There were no comments made by the public at this time.

**CLOSED SESSION**

The Board adjourned to Closed Session at 5:34 PM with Board President Geck stating items 2.1, 2.2, 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 6:07 PM with Board President Geck reporting the board of trustees have completed their annual evaluation process for the Superintendent/President. The outcome of the process resulted in a positive evaluation for the Superintendent/President.

*Public Comments*

- There were no comments made by members of the public.

**PRESIDENT AND ADMINISTRATION REPORT**

A written report was presented by Superintendent/President Reyes.

Positive comments were made by several board members regarding the content of the report.

**CONSENT AGENDA**

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

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

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

**Personnel**

*Employment –  
Short-Term*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the short-term employees as

<i>Employees</i>	submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.
<i>Employment – Part-Time Faculty</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve employment of the Part-Time Faculty for the Summer 2018 semester as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.
<i>Volunteers</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as submitted and presented at the meeting.
<i>Employment – Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Betsy Helms, Admissions and Records Specialist effective June 18, 2018; and Karen Chinn, Financial Aid Technician, effective July 2, 2018 pending receipt of all necessary employment eligibility requirements.
<i>Employment – Tenure Track Faculty</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Phillip Lenberg, Instructor – Music effective August 17, 2018 pending receipt of all necessary employment eligibility requirements.
<i>Reemployment – Temporary, Non-Tenure Track, Categorically Funded, Full-Time Faculty Contract</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the temporary, non-tenure track, categorically funded, full-time faculty contract for Sara Bogner, Program Director, Physical Therapist Assistant Program, effective July 1, 2018 through June 30, 2019.
<i>Employment – Educational Administrator</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Educational Administrator contract for Antonio Lopez, Dean of Counseling and Student Programs, effective July 1, 2018 through June 30, 2020.
<i>Mendocino College Federation of Teachers (MCFT) Tentative Agreement, 2018-2019</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the 2018-2019 tentative agreement between the Mendocino-Lake Community College District and the Mendocino College Federation of Teachers (MCFT) as presented.

**Other Items**

<i>Fiscal Report as of April 30, 2018</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.
<i>District Order of Priorities for Five-Year Capital Outlay Plan 2020-2024</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the District 2020-2024 plan as presented.

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

*Mendocino College 2018-2019 Catalog* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2018-2019 college catalog as presented.

*Public Hearing on Proposed Solar Power Purchase Agreement* No members of the public addressed the board regarding the proposed solar power purchase agreement.

**ACTION ITEMS**

*Solar Power Purchase Agreement (PPA) with ForeFront Power – Resolution 06-18-01* After reviewing the information presented and discussion, the board took the following action:

M/S (Chaniot/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt resolution 06-18-01 as presented with the following vote:

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

*2018-2019 Tentative Budgets* After reviewing the information presented and discussion, the board took the following action:

M/S (Tomkins/Ubelhart) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2018-2019 tentative budget as presented with the following vote:

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

*Superintendent/President Salary Adjustment* After reviewing and discussing the information presented, the board took the following action:

M/S (Geck/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby approve a 5% increase in his annual salary effective July 1, 2018 and extends his contract an additional year through 2021/2022. The motion was approved with the following vote:

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

*2018-2019 District Priorities*

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

M/S (Chaniot/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby establish the 2018-2019 District Priorities as follows:

Support the Superintendent/President and College to retain focus on student success, resulting in:

- Strengthening educational opportunities and sustaining enrollments for the Mendocino-Lake Community College District through collaborations with schools, business/industry, civic organizations, government, non-profits, Native American communities and other community groups while always considering the best use of our available resources.
- Support the preparation for our upcoming accreditation visit while continuing the cycle of assessing student learning and comprehensive planning to sustain our continuous improvement process and improve institutional effectiveness.
- Supporting equity-minded professional development opportunities, instructional and student service strategies and practices that facilitate student success.
- Strengthening our inclusive, equitable, ethnically and ideologically diverse college culture to be more welcoming to all students and increase access and completion for all students, including underrepresented students and students of color.

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

*Board Policy Revisions – Second Reading*

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

M/S (Ubelhart/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the additions and/or revisions to Board Policy 4025 and Board Policy 4260 as presented with the following vote:

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

*Child Development Center Contract – Resolution 06-18-02*

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

M/S (Myers/Chariot) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution #06-18-02, California Department of Education Contract Number CCTR-8140 in the amount of

\$165,856.00 as presented with the following vote:

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

*Child Development Center Contract – Resolution 06-18-03*

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

M/S (Ubelhart/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution #06-18-03, California Department of Education Contract Number CSPP-8290 in the amount of \$228,600 as presented with the following vote:

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

*Big Picture – Scorecard Information*

Director of Institutional Effectiveness, Research and Grants Flores presented the District Scorecard information. The presentation reflected information from the 2011-2012 cohort of students.

### **INFORMATIONAL REPORTS**

*Mendocino College Foundation, Inc.*

A written report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation, Inc. as information.

*Friends of the Mendocino College Coastal Field Station and Natural Sciences affiliate*

A written report was submitted by Steve Cardimona, chair of the Mendocino College Coastal Field Station committee as information.

*Constituents Group Reports*

#### **Academic Senate**

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

#### **Classified Senate**

A written report was submitted by Classified Senate President Chris Olson.

#### **Management/Supervisory/Confidential**

A written report was submitted by Management/Supervisory/Confidential President Matthew Gordon.

*Board Policy Additions and Revisions – First*

Board policies #4030, #4032, #4035 and #4100 were presented for review and information. Voting on these policies will take place at the August 2018 board meeting.

*Reading*

*Student Housing*

An update on the current status of student housing was provided by Superintendent/President Reyes. He added we are moving forward with first phase of architect agreement and will be bringing this information to the board when it becomes available.

*FTES Generating Initiatives*

An update on Middle College, FIELD Institute, Pomo Pathways and Outreach was presented by Superintendent/President Reyes.

**TRUSTEE COMMUNICATION**

*Trustee Reports*

Trustees commented orally on their recent college-related activities.

*Future Agenda Items*

Items discussed as future agenda items approved by the board members included

- Board members requested all action items on the meeting agendas include the appropriate board policies as part of the item. This practice will begin with the August 2018 meeting.
- Board members requested to hear more information regarding Phase II for the North County and Lake Centers as mentioned in the Five Year Capital Outlay Plan, 2020-2024.

*Adjournment*

M/S (Myers/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 8:28 PM.

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

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