

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

A special meeting of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, May 15, 2019 at Mendocino College, 1000 Hensley Creek Road, Ukiah, 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 Myers.

<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	present
	Trustee	Dave Geck	present
	Trustee	John Tomkins	present
	Student Trustee	Rickie Farah	present (arrived at 6:00 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 (arrived at 4:15 PM)
Nicole Marin, Director of Human Resources (present)

<i>Constituent Representatives</i>	Academic Senate	Catherine Indermill, President (present)
	Classified Senate	Tony Novelli, President (present – arrived at 6:00 PM)
	Management/Supervisory/Confidential	Matthew Gordon, President (present – arrived at 6:00 PM)

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

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

Minutes Approval M/S (Tomkins/Nickerman) to approve the minutes of the regular Board meeting held on April 10, 2019 as presented. The matter was approved with the following vote:

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

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 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 6:00 PM with Board President Pinoli reporting no action taken in closed session.

Public Comments • There were no comments from members of the public.

RECOGNITION OF RETIREES

The Board recognized Daniel Jenkins on his upcoming retirement and his years of service to the college. Vice President Polak reiterated his many contributions to the college over the past 24 years.

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Reyes. There were no questions regarding the Superintendent/President’s written report.

CONSENT AGENDA

M/S (Tomkins/Geck) 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) *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.

Employees

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 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 the personnel list – Management/Supervisory/Confidential

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Judith Kanavle, Director of Lake Center effective June 1, 2019 through June 30, 2020; and Eric Hoefler, Director of MESA/STEM Success, effective June 24, 2019 through June 30, 2020, pending receipt of all necessary employment eligibility requirements.

Consideration to ratify Resignation/Retirement – Management/Supervisory/Confidential

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the resignation of Karen Christopherson, Director of Information Technology, effective July 31, 2019.

Consideration to approve Four 10-Hour Day Work Week

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves and authorizes the signing of the attached agreement with the Classified employee unit, MLCCCBU, regarding working four ten-hour days from 5/28/19 through 8/2/19.

Equal Employment Opportunity Plan 2019/2022

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the 2019/2022 Equal Employment Opportunity Plan for the Mendocino-Lake Community College District as presented.

Equal Employment Opportunity (EEO) Fund Multiple Method Allocation Model Certification Form – Fiscal Year 2018/19

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the certification of the Equal Employment Opportunity Fund Multiple Method Allocation Model Certification Form, Fiscal Year 2018/19.

Other Items

Fiscal Report as of March 31, 2019

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as of March 31, 2019 as presented.

Donations

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donated items from Tami Baarsch-Bogart, Barbara Jones, Mike Whetzel and Eric Foster as presented.

*Quarterly Fiscal
Status Report –
AB2910
Student Trustee
Privileges*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the quarterly fiscal status report as presented.

RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby maintain the Student Trustee Privileges as presented.

M/S (Tomkins/Ubelhart) to approve the item as presented

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

INFORMATIONAL/ACTION ITEM

*Board of
Trustees/Foundation
Ad-Hoc Committee*

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

Trustee Geck informed the board the ad-hoc committee has not yet met as of today. Currently, the next meeting is scheduled for May 28, 2019.

*Board of Trustees
Student Housing Ad-
Hoc Committee*

An update from the ad-hoc committee was presented by Trustee Pinoli. A meeting was held last week which included constituency group representatives, trustees and members of the community. Trustee Pinoli added the next meeting of the committee will most likely take place the first week of June.

ACTION ITEMS

*Vision for Success
Goals*

Vice President Polak updated the board regarding the information provided in the document outlining the specific goals in each of the areas.

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

M/S (Myers/Geck) that the Mendocino-Lake Community College District Board of Trustees does hereby approve the Vision for Success Goals for the Mendocino-Lake Community College District as presented with the following vote:

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

*Board Policy
Additions and
Revisions – Second
Reading*

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

M/S (Tomkins/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the additions and/or revisions to Board Policy 3410 as presented with the following vote:

Ayes	Tomkins, Myers, Pinoli, Martinez Geck, Ubelhart, and Nickerman
------	--

Noes None
Abstentions None
Absent None

*Big Picture –
Marketing and
Outreach at
Mendocino College*

Director of Community Relations and Communication Janelle Bird and Antonio Lopez, Dean of Counseling presented an overview of the many marketing and outreach activities planned or currently taking place at Mendocino College.

INFORMATIONAL REPORTS

*Mendocino College
Foundation, Inc.*

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

She added due to the impending storm, the location for tomorrow’s scholarship luncheon will be in Room 6200 which is the old Schat’s location.

*Constituents Group
Reports*

Academic Senate

A written report was submitted by Academic Senate President Catherine Indermill. She informed the board she had nothing to add.

Classified Senate

Classified Senate President Tony Novelli stated he had nothing to add.

Management/Supervisory/Confidential

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

Associated Students of Mendocino College (ASMC)

Written reports submitted by several members of the Associated Students organization who attended the Student Senate for California Community Colleges (SSCCC) General Assembly were submitted.

*Board Policy
Additions and
Revisions – First
Reading*

Board policy 1200 – District Mission and Board Policy 3430 – Prohibition of Harassment were presented for review and information. Voting on these policies will take place at the June 2019 board meeting.

TRUSTEE COMMUNICATION

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustees Tomkins and Myers updated the board about the Community College League of California trustee conference they recently attended. Trustee Myers stated she attended a breakout on housing that helped inform her considerably regarding our current process.

Trustee Martinez thanked the President and staff members for all of their hard

work in so many areas of the institution.

Trustee Geck thanked the newest members of the board for all of their hard work in learning about the college and how the board of trustees work together for the benefit of the institution as a whole. He also thanked the members of the staff for all of their hard work.

Trustee Pinoli stated he attended the recent CAMP ceremony and heard many wonderful stories about some of our fantastic students.

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

- An ACCJC update at either the August or September meeting
- Inclusion of some information in the President's report regarding what can be done about declining enrollments

Adjournment With agenda business concluded, Board President Pinoli declared the meeting adjourned at 7:24 PM.

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