

**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, October 13, 2021, at Mendocino College, 1000 Hensley Creek Road, Ukiah, CA and also using ZOOM remote meeting technology.

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 |
| | Clerk | Ed Nickerman | present |
| | Trustee | Xochilt Martinez | present |
| | Trustee | John Tomkins | present |
| | Trustee | TeMashio Anderson | Arrived at 4:05 PM |
| | Trustee | Noel O’Neill | present |
| | Student Trustee | Leonardo Rodriguez | present |

Secretary Timothy Karas, Superintendent/President (present)

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

| | | | |
|------------------------------|---|--|--|
| <i>Staff Representatives</i> | 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 | Lauren Simmonds, President (present) |
| | Management Team | Janet Daugherty, President (present) |

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

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

Approval of Minutes M/S (Myers/Martinez) to approve the minutes of the regular board meeting held on September 8, 2021, as presented. The matter was approved with the following vote:

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

Advisory Vote Rodriguez – aye

*Public Comment on
Closed Session Items*

There were no comments made on closed session items.

CLOSED SESSION

The Board adjourned to Closed Session at 4:03 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 4:12 PM with Board President Pinoli reporting no action was taken by the Board in closed session.

Public Comments

Barbara Rice addressed the Board on item #6.4 – Board Policy 2900 and Board Policy 2901 and shared her support of this item. She also addressed the board regarding item 8.4 – Decennial Redistricting. She stated when considering how the new districts would be divided, she requested we consider making the coast area one district.

PRESIDENT AND ADMINISTRATION REPORT

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

Student Trustee Rodriguez made a presentation through the Dream Center this afternoon which I found to be very insightful and thought provoking. It was recorded so anyone interested can access it through the college Dream Center.

Tonight, the Women’s Volleyball team is playing against Yuba College and Friday afternoon the Men’s soccer team will be competing against Merritt College.

CONSENT AGENDA

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

| | |
|---------------|---|
| Ayes | Martinez, Myers, O’Neill, Tomkins, Anderson, Nickerman 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*

*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 personnel List – Part-Time Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the employment of the Part-Time Faculty for the Fall 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 Maria Ceja as HEP/MLACE Assistant effective October 18, 2021; and Aura Whittaker as Administrative Assistant I (PTA), effective November 1, 2021; pending receipt of all necessary employment eligibility requirements.

Consideration to approve Employment – Classified Administrator

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Julie McGovern, Executive Director of Mendocino College Foundation, effective January 1, 2022; pending receipt of all necessary employment eligibility requirements.

Consideration of Reclassification – Permanent Classified

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the reclassification of the positions of Special Populations Outreach Specialist, FYI Program Outreach Specialist, and Native American and Other Population Outreach and Support Specialist to Outreach and Support Specialist; range 24.

Consideration to ratify resignation – Classified

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the resignations of Kristin Bartolomei, Administrative Assistant II effective February 28, 2022 and Denice Solgat, Center Assistant effective September 2, 2021.

Consideration to approve the Notification of Classified Lay-offs – Resolution #10-21-01

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby adopts Resolution 10-21-01 and directs the Superintendent/President to send lay-off notices to those individuals currently employed in the FYI categorically funded positions.

Consideration of the Mendocino-Lake Community College Classified Bargaining Uni/SEIU, Local 1021 (MLCCCBU) 2022/23 Contract Reopener

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby receives the initial 2022/23 collective bargaining proposal from Mendocino-Lake Community College Classified Bargaining Unit/SEIU, Local 1021 (MLCCCBU), and directs the Superintendent/President to receive related public comments prior to the November Board meeting.

Other Items

Fiscal Report as of August 31, 2021

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

2022/23 Academic Calendar

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby adopts the 2022/23 Academic Calendar as presented.

ACTION ITEMS

Contracts and Agreements – Quarterly Ratification

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

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

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

2021/22 District Priorities

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

M/S (Tomkins/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby establish the 2021/22 District Priorities 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 |

Mendocino-Lake Adult and Career Education Consortium – Resolution 10-21-02

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

M/S (Tomkins/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 10-21-02 – Designation of District Representatives 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/Martinez) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Board Policy 2900 and Board Policy 2901 as presented with the following vote:

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

Big Picture

A presentation entitled “Career Technical Education Highlights” was made by Vice President of Academic Affairs Polak.

She began her presentation by highlighting the catalog and the various degrees and courses we offer at Mendocino College. Each member of the Board of Trustees was provided with a hard copy of the college catalog and the recently completed addendum for their use.

The new Sustainable Construction Technology program courses are offered mostly on Saturdays enabling participants to continue to work full time. The program is currently full and are now on a waitlist status. A couple of the students of the program already have job offers as a result of the instruction they have received.

The paramedic program is currently being offered through the College of Siskiyous with their program offerings being conducted on our campus. Currently there are 28 students enrolled and the program will be offered through the Spring 2022 semester.

Utility Line Clearance Program is being conducted in partnership with Butte College. We are currently preparing to start our third cohort which is currently full. Some of the local tree companies are assisting in providing some of the training. Many jobs being offered by local businesses to completers of the program.

Fire Science is being offered in partnership with CalFire. Once students complete the program, they then qualify for a job with Cal Fire anywhere in the state.

The Physical Therapist Assistant Program will see its first cohort graduate in December. A second cohort of 19 students begins their clinical training November 1st. we expect to receive final accreditation of the program any day now. Currently, we are accepting applications for third cohort of students now through October 15th.

The Mendocino College Career Hub has been very active in supporting our

students as well as working with various employers searching for employees. The Career Hub is funded using Career Technical Education funding and the Career Hub Assistant has been very involved with our students and their career aspirations.

Some programs you wouldn't normally think of having a part in Career Technical Education programs are Technical Theatre and Recording Arts. By offering courses in these areas, they meet the criteria of Career Technical Education.

We also have College and Careers Access Pathways (CCAP) partnership agreements with many of the high schools in our district.

INFORMATIONAL REPORTS

*Mendocino College
Foundation, Inc.*

A written report was submitted by the Mendocino College Foundation staff. Joe Atherton, Director of Fiscal Services stated he had nothing to add.

*Constituents Group
Reports*

Academic Senate

A written report was submitted by Academic Senate President Indermill who stated she had nothing to add.

Classified Senate

A written report was submitted by Classified Senate President Lauren Simmonds 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
Reading*

Board policy 2010 – Board Membership; Board Policy 2200 – Board Duties and Responsibility; Board Policy 2431 – Superintendent/President Selection; and Board Policy 2432 – Superintendent/President Succession were presented for review and discussion. Additional discussion and/or adoption of these policies will take place at the November 2021 board meeting.

*Decennial
Redistricting*

Superintendent/President Karas presented the Board with information on the soon to be completed redistricting of the Mendocino-Lake Community College District. We are required to complete this process every ten years to ensure voting rights to protected racial and language minority groups; and that the seven trustee areas in the district are as equal in population as possible.

We have contracted with the County of Mendocino to work on determining the Trustee areas. We have until March 2022 to complete the process. The County of Mendocino will also be completing the information for Lake County as well using the census data which was just released in September 2021.

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustee Anderson thanked Debra for the informative presentation. He has been

attending the Friends of the Lake Center meetings and feels continued outreach is needed in various towns in Lake County.

Trustee Martinez participated in the first Board Policy ad-hoc committee meeting and added she is enjoying the work they are completing.

Trustee Myers commented on the college budget.

Trustee Nickerman informed the board about the regional consortium of agricultural instructors that met at the college recently and the positive outcome he has heard.

Trustee O'Neill also stated he is enjoying the ad-hoc committee meetings. And added what a great presentation it was on the Career Technical Education.

Trustee Tomkins added our Agriculture instructor Kurt Voigt is now looking at adding a garden at the Lake Center.

Student Trustee Rodriguez informed the board he recently completed several Congressional visits where he advocated for immigration reform and the Promise Act. Today he made a presentation for the Dream Center where he was able to tell his story and talk about how to find your voice as a student. He will also be participating as a speaker during next week's Undocumented Student Action Week for the Chancellor's Office.

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 similar to the presentation with the Lake 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 5:28 PM.

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