

**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, September 8, 2021, 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
	Clerk	Ed Nickerman	present
	Trustee	Xochilt Martinez	present
	Trustee	John Tomkins	present
	Trustee	TeMashio Anderson	present
	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 (Tomkins/Myers) to approve the agenda as presented. The matter was approved via the following vote:

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

*Approval of Minutes*                      M/S (Tomkins/Myers) to approve the minutes of the regular board meeting held on August 11, 2021, as presented. The matter was approved with the following vote:

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

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

**CLOSED SESSION**

Board President Pinoli informed the board since there were no items for discussion in closed session, they will not be adjourning into closed session.

*Public Comments* There were no comments from the public at this time.

**PRESIDENT AND ADMINISTRATION REPORT**

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

Our second cohort of the Utility Line Arborist program have begun their training. Graduates of the program will be making a living wage and we anticipate them being hired by the various employers in this area very quickly.

We are currently running three sports this semester which are Men’s and Women’s soccer and Women’s volleyball. Currently both the Men’s Soccer and the Women’s Volleyball teams are currently undefeated.

Tomorrow we will be holding another vaccine clinic on the Ukiah campus. First and second doses of the vaccine will be administered to anyone wishing to receive them.

**CONSENT AGENDA**

M/S (Tomkins/Nickerman) 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* \*RESOLVED, That the Mendocino-Lake Community College District Board

*approve Personnel List – Short Term Non-Continuing Employees*

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 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 – Full-Time Faculty*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Mark Osea, Counselor, Tenure-Track – Full-Time – Articulation Officer/Transfer Counselor effective October 1, 2021; pending receipt of all necessary employment eligibility requirements.

*Consideration to approve Employment – Full-Time Faculty – contract correction*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Maria (Meztli) Avina Patino as a tenure-track full-time counselor in EOPS/CARE effective September 1, 2021, pending receipt of all necessary employment eligibility requirements. The correction being based on her previous service as a categorically funded, temporary counselor for the District, Ms. Avina Patino shall begin her probationary contract as a second-year contract.

*Consideration to renew contracts for categorically funded faculty*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the six-month categorically funded faculty contract for Brenda Estrada, FYI Counselor, as presented.

*Consideration to approve transfer – Classified*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the transfer of Naoto Horiguichi, Student Life Specialist, effective December 1, 2021, as presented.

*Consideration to ratify resignation – Classified*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the resignation of Ginger Bushway, Nursing Support Specialist II effective December 31, 2021.

*Consideration to ratify the Mendocino College Federation of Teachers (MCFT) Bargaining Unit/AFT/CFT 2021-24 Tentative Agreement*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the 2021-2024 Tentative Agreement between the Mendocino-Lake Community College District and the Mendocino College Federation of Teachers (MCFT) as presented.

*Consideration to ratify the Mendocino-Lake Community College Classified Bargaining Unit/SEIU Local 1021 2021-24 Tentative Agreement*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the 2021-2024 Tentative Agreement between the Mendocino-Lake Community College District and the Mendocino-Lake Community College Classified Bargaining Union, SEIU Local 1021 as presented.

*Consideration to ratify the Mendocino-Lake Community College Management Team, 2021-22 Tentative Agreement*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the 2021-2024 Tentative Agreement between the Mendocino-Lake Community College District and the Mendocino-Lake Community College Management Team as presented.

*Consideration to ratify the Vice President Salary Schedule 2021/22 (Rev. September 1, 2021)*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the 2021/22 effective September 1, 2021 salary schedule adjustment between the Mendocino-Lake Community College District and the Vice Presidents.

**Other Items**

*Donations*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the donations to Mendocino College by Donald Canaparo and Safeway, Ukiah.

*Public Hearing on Proposed Adopted Budget*

At 4:30 PM, Trustee Pinoli opened the public hearing on the proposed adopted budget for any comments from the public. Receiving no comments from the public, the public hearing was closed at 4:33 pm.

**ACTION ITEMS**

*2021/22 Adopted Budget*

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

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does adopt the proposed 2021/22 Adopted Budget as presented and shown on Attachments A through I with the following vote:

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

## **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.

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

A written report was submitted by Dr. Steve Cardimona, Professor of Earth Science.

*Constituents Group  
Reports*

### **Academic Senate**

A written report was submitted by Academic Senate President Indermill who added at their recent faculty meeting they recognized the classified staff and the work they do for and on behalf of the faculty.

### **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 2900 – SARS-COV-2 (COVID-19) Vaccination Requirement - Employees and Board Policy 2901 – SARS-COV-2 (COVID-19) Vaccination Requirement - Students were presented for review and discussion. Additional discussion and/or adoption of these policies will take place at the October 2021 board meeting.

*Trustee Reports*

Trustees commented orally on their recent college-related activities.

Trustee Anderson thanked everyone for the great work they are doing and was excited to hear about the sports that are taking place. He added the Utility Line Arborist is a great program and is happy to hear it is moving forward.

Trustee Martinez echoed her appreciation for all the work that is being done at the college. She also informed the other board members she attended the fall in-service and was glad to see everyone in their element.

Trustee Myers stated she would like to see more movement toward additional face-to-face classes.

Trustee Nickerman stated he had nothing to add.

Trustee O'Neill congratulated Student Trustee Rodriguez on his election to the California Community College Trustees board.

Trustee Tomkins informed the board and members of the public the work on the budget was excellent and expressed his thanks for all the information the employee information.

Trustee Pinoli thanked everyone for their participation over the past 17 months as well as this initial meeting using the hybrid format.

Student Trustee Rodriguez informed the board he is working with the Student Senate for California Community Colleges (SSCCC) to help streamline the Cal Grants and student awards process. He will be sworn in next week to his new position on the CCCT board and hopes to become part of the Financial Aid Task Force as well as the Student Success task force.

*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
- 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
- A survey of salaries for confidential employees using Mendocino County Office of Education as a comparison – This information will be included in the next President’s report. A review of STNC classified salaries will also be included in the President’s report
- 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 4:54 PM.

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