Wednesday, October 12, 2022
BOARD OF TRUSTEES AGENDA - REGULAR MEETING

MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
1000 Hensley Creek Road Ukiah, CA 95482
Ukiah Campus Room 4210
4:00 PM
Zoom meeting information:
https://mendocino-edu.zoom.us/j/98399026688
Or by telephone dial: +1 669 900 9128
Meeting ID: 983 9902 6688

1. CALL TO ORDER

Subject 1.1 Pledge of Allegiance
Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 1. CALL TO ORDER
Access Public
Type Procedural

Subject 1.2 Roll Call
Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 1. CALL TO ORDER
Access Public
Type Procedural

Subject 1.3 Agenda Approval
Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 1. CALL TO ORDER
Access Public
Type Action
Recommended Action Motion to approve the agenda

Subject 1.4 Approval of Minutes of the regular meeting held on September 14, 2022 and the board workshop held on September 21, 2022
2. CLOSED SESSION

Subject 2.1 Public Comments on Closed Session Items

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 2. CLOSED SESSION
Access Public
Type Procedural

This time is set aside for general public comments. Additionally, comments may be made at the time of discussion of any item. After being recognized by the Chair, those wishing to make comments are asked to stand at the podium, give their name, place of residence and affiliation, if any, and address their comments to the Board President. Trustees may ask questions of the speaker for clarification but will not discuss items that are not on the agenda. If appropriate, the Board may choose to refer the subject to College staff for research or for the item to be placed on a subsequent agenda.

At the appropriate time on the agenda, the Board President will ask individuals joining the meeting via phone wishing to make a public comment to unmute themselves by pressing *6 on their phone and state their full name. Individuals joining the meeting via computer should list their name in the chat (i.e.: "Member of the public’s name would like to speak during public comment"). Once the Board President has received a list of all members of the public who wish to speak, they will call upon each member to speak. After being recognized by the Chair, those wishing to make comments are asked to give their name, place of residence and affiliation, if any, and address their comments to the Board President. Trustees may ask questions of the speaker for clarification but will not discuss items that are not on the agenda. If appropriate, the Board may choose to refer the subject to College staff for research or for the item to be placed on a subsequent agenda.

Subject 2.2 Convene Into Closed Session

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 2. CLOSED SESSION
Access Public
Type Procedural

Subject 2.3 Conference with Labor Negotiator – Pursuant to Government Code section 54957.6

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 2. CLOSED SESSION
Subject 2.4 Public Employee Discipline/Dismissal/Release – Pursuant to Government Code section 54957

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 2. CLOSED SESSION

Access Public

Type Discussion

Designated Representatives: Karas, Cichocki, Polak, Velasco and Marin

Employee Organizations: MCFT, MPFA, Management Team, MLCCCBU

Subject 2.5 Public Employee Employment Contract - Pursuant to Government Code section 54957

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 2. CLOSED SESSION

Access Public

Type Discussion

Designated Representative: Trustee Pinoli, Board President

Unrepresented Employee: Superintendent/President

Subject 2.6 Conference with Legal Counsel – Existing Litigation – Pursuant to Government Code section 54957.9(d) 1 case

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 2. CLOSED SESSION

Access Public

Type Discussion

Case names unspecified: Disclosure would jeopardize anticipated settlement negotiations

Designated Representatives: Karas, Cichocki, Polak, Velasco and Marin

Subject 2.7 Return to Open Session

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 2. CLOSED SESSION

Access Public

Type Procedural

Subject 2.8 Report of Action Taken in Closed Session

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 2. CLOSED SESSION

Access Public

Type Procedural
3. PUBLIC COMMENTS

This time is set aside for general public comments. Additionally, comments may be made at the time of discussion of any item. After being recognized by the Chair, those wishing to make comments are asked to stand at the podium, give their name, place of residence and affiliation, if any, and address their comments to the Board President. Trustees may ask questions of the speaker for clarification but will not discuss items that are not on the agenda. If appropriate, the Board may choose to refer the subject to College staff for research or for the item to be placed on a subsequent agenda.

At the appropriate time on the agenda, the Board President will ask individuals joining the meeting via phone wishing to make a public comment to unmute themselves by pressing *6 on their phone and state their full name. Individuals joining the meeting via computer should list their name in the chat (i.e.: "Member of the public's name would like to speak during public comment"). Once the Board President has received a list of all members of the public who wish to speak, they will call upon each member to speak. After being recognized by the Chair, those wishing to make comments are asked to give their name, place of residence and affiliation, if any, and address their comments to the Board President. Trustees may ask questions of the speaker for clarification but will not discuss items that are not on the agenda. If appropriate, the Board may choose to refer the subject to College staff for research or for the item to be placed on a subsequent agenda.

4. SUPERINTENDENT/PRESIDENT AND ADMINISTRATION REPORTS

SYNOPSIS:

A report from Superintendent/President Karas is presented as information.

In the past month I had the pleasure to attend community events and meetings, including the AAUW (American Association of University Women) fall dinner. A Mendocino College student was highlighted as the recipient of an AAUW Scholarship. Mendocino College students can join AAUW for free. The Ukiah Symphony held its first concert of the season. It was delightful to enjoy some classical music.

The Ukiah campus fall plant sale, which was accompanied by a surplus materials sale, was a great success. This week the Mendocino College faculty art exhibition opened and runs until November 6, 2022. https://www.mendocino.edu/event/mendocino-college-faculty-art-exhibition

Also, conference play has begun for men’s soccer and women’s volleyball. Please come out and cheer on our student athletes. Go Eagles!

Economic Development and Workforce
I had the pleasure to be a panelist during the Redwood Coast Region Economic Development Summit on the topic of "COASTAL DEVELOPMENT: Growing a Blue Economy on the Mendocino Coast". This was a positive outcome of serving as a director for the West Center in Mendocino and Lake County Economic Development Boards.

Board Sub-Committees

The land acknowledgment board sub-committee continues its work. A preliminary statement was shared with constituency groups at PBC. Feedback gathered from the constituency group has been summarized and shared with the sub-committee. The health benefits board sub-committee is in the process of selecting a date for its initial meeting.

Developing Hispanic–Serving Institutions (DHSI) Program

During the 2021-2022 academic year, the district developed an application for the DHSI program. A completed grant application was submitted in June 2022. Hispanic Serving Institutions are eligible to apply. Applicants can be from public/private 4-year/2-year institutions. The Department of Education received 205 applications nationwide. Our application scored 100 out of 110 points. However, this is a competitive grant with limited funds. MLCCD was not one of the 78 funded institutions. We will learn from this process and the feedback from the Federal Department of Education. We will focus on the future and be ready for the next opportunity to apply. I want to thank Minerva Flores, Director of Research, Institutional Effectiveness and Grants, and HSI Inquiry Group, which includes faculty, staff, and administrators, for their countless hours developing our proposal.

College and University Day

The Counseling Department and our Transfer Center, in collaboration with many other departments worked to prepare and host our 2022 College and University Day (CUD) event. On Tuesday, October 4th from 10:30 am - 1:30 pm, Pomo Plaza was encircled with pop-ups and tables for College/University representatives, campus program representatives, faculty and staff, and the roll-out for our Learning and Career Pathways.

Over the years, this event had been growing, engaging more local high schools, our campus community, and our community at large. Our last in-person CUD event was on October 8, 2019. By the turn out and the feedback from the college representatives and our local high schools, we are back on track with this valuable and well-received event and service. The colleges and universities left very pleased with their experience, their feedback was very positive. Comments included; "It was great" - “Thank you for your hospitality and friendliness. I enjoyed my visits” – “Amazing fair, would love to come back” – “It was the best!” – “Everyone I met from MC was so welcoming and kind. I love my college, but if I ever think of moving up north, I will definitely check if you’re hiring! I’ll be reaching out to Mark for event tips! Everything was great, thank you.”

Equally, the High Schools that attended were very appreciative of the opportunity to bring their students on to our campus, hear about Mendocino College and the other postsecondary options available to their students. We had 12 high schools participate (7 in 2019), with approximately 180 students and their chaperons in attendance. We had approximately 100 or our college students in attendance as well. In all attendance were treated to a hot dog BBQ lunch hosted by our longtime partner for this and many other events, the Savings Bank of Mendocino County!
A big thank you to all that assisted in this event and to President Karas for personally welcoming our College and University representatives!

**University Visit: Sonoma State University**

CAMP and EOPS scholars participated in the first fieldtrip of the semester on Friday, September 30th. Thirty CAMP & EOPS students visited Sonoma State, where they were led on a campus tour and took part in an EOP presentation. Scholars then had dinner at Mitote Food Park in Santa Rosa where they enjoyed food from multiple vendors. The evening ended with a theatrical showing of "Stand and Deliver" at Santa Rosa Junior College, where they were treated like VIPs. Our scholars were some of the youngest attendees during opening night of the show, which featured the attendance of Sonoma County’s very own Mr. Escalante - Mr. Roberto Ramirez.
Outreach Update

In addition to monthly visits to the Covelo classroom, Outreach continues to represent the district at both college and community events including the Hopland Health Fair, Round Valley Indian Days, and College and University Day. The Outreach Team as well as volunteers from Student Services and the Library will represent the college at the Pumpkin Fest October 15th and 16th. The college will host an informational booth with a fun activity well as information about the college and available programs and fun seasonal items. Outreach staff will be working collaboratively with Financial Aid staff over the coming months to offer FAFSA workshops at high schools throughout the district as the Reg-2-Go season begins this month and will continue through the spring.
Veterans Resource Center

The Veterans Resource Center has fully re-opened and offers support and information to Veterans and their families. Academic counseling services are available each Wednesday in the Center and appointments are through Admissions and Records or the Counseling Office. The Veterans Day BBQ and Resource Fair is November 10th in the Pomo Plaza. This event is open to all Veterans and will feature a tri-tip BBQ as well as informational booths featuring local business and agencies that serve Veterans and their families.

Professional Development for Student-Facing Support Staff/Faculty

On Friday, September 30th over 40 Mendocino College staff and counseling faculty participated in a workshop led by Career Ladders Project (CLP). This was the first of four sessions with CLP that aim to provide professional development for our staff and faculty in our continuous effort to provide a welcoming and supporting, student-centered environment. While recent student surveys and success data indicate that the college is doing an amazing job of being attentive to our students, this training is being done in an effort to continue building on our successes.

The first session focused on staff/faculty mindsets pertaining to the students we serve. The purpose with this session was to facilitate a conversation about how our mindsets influence the interactions our students have with us. The next session is scheduled for October 28th, followed by two sessions in the Spring semester.

5. CONSENT AGENDA

5.1 Approval of Consent Agenda

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 5. CONSENT AGENDA

Access Public

Type Action (Consent)

Recommended Action Motion to approve consent agenda items as presented.

6. CONSENT: PERSONNEL

6.1 Consideration to approve Personnel List - Short Term Non-Continuing Employees

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 6. CONSENT: PERSONNEL

Access Public

Type Action (Consent)

Recommended Action RESOLVED, That the Mendocino-Lake Community College Board of Trustees hereby approves/ratifies the employment of the short-term non-continuing (STNC) employees as presented pending receipt of all necessary employment eligibility requirements.

SYNOPSIS:

Approval/ratification of employment of short-term non-continuing (STNC) employees is requested.

RECOMMENDATION:

The Superintendent/President recommends approval of this Board item as presented.

ANALYSIS:

Education Code 88003 authorizes a governing board to hire short-term (temporary, hourly) employees for less than 75% of a school year, up to 180 days.
Education Code 70902(d) permits a governing board to adopt a rule delegating the authority to hire short-term employees to the Superintendent/President, or designee. This district has adopted such a rule in Policy No. 7300.

EC 88003 was amended to require districts to specify at a regularly scheduled Board meeting the service to be performed, as well as the start and end dates of the service.

Reference: Board Policy 7300, Employment/Termination of Short-Term and Substitute Employees

SYNOPSIS:
Employment of Part-Time Faculty for the Fall 2022 semester.

RECOMMENDATION:
The Superintendent/President recommends this item be approved as presented.

ANALYSIS:
The Deans recommend employment of the Part-Time Faculty included on the attached list. Each individual meets the state-mandated qualifications or the District's equivalency policy for the assignment or possesses a valid, applicable credential.

Reference: Board Policy 7120, Recruitment and Hiring

SYNOPSIS:
Consideration to approve List of Volunteers

RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the list of volunteers as presented.

Subject 6.2 Consideration to approve Personnel List - Part-Time Faculty

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 6. CONSENT: PERSONNEL

Access Public

Type Action (Consent)

Recommended Action RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the employment of the part-time faculty for the Fall 2022 semester as presented pending receipt of all necessary employment eligibility requirements.

Subject 6.3 Consideration to approve List of Volunteers

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 6. CONSENT: PERSONNEL

Access Public

Type Action (Consent)

Recommended Action RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the list of volunteers as presented.
Approval of volunteers

**RECOMMENDATION:**

The Superintendent/President recommends this item be approved as presented.

**ANALYSIS:**

Individuals may volunteer their services to the District, but only authorized volunteers approved by the administration and the Governing Board are entitled to workers' compensation benefits. No volunteers are agents of the District. (Labor Code 3364.5; Board Policy No. 7500). The attached list of volunteers approved by the administration are recommended for Board approval.

Reference Board Policy 7500, Volunteers

File Attachments
October 2022 - Volunteers.pdf (82 KB)

**Subject**  
6.4 Consideration to approve Employment - Classified

**Meeting**  
Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

**Category**  
6. CONSENT: PERSONNEL

**Access**  
Public

**Type**  
Action (Consent)

**Recommended Action**  
RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Malissa Donegan as Outreach Coordinator and Nayely Garcia as Nursing Program Support Technician; pending receipt of all necessary employment eligibility requirements.

**SYNOPSIS:**

Employment of an Outreach Coordinator and Nursing Program Support Technician

**RECOMMENDATION:**

The Superintendent/President recommends this item be approved as presented.

**ANALYSIS:**

**Malissa Donegan**  
Outreach Coordinator  
Range 31/Step 2

Effective: November 1, 2022  
12 month at 40 hours/week

**Nayely Garcia**  
Nursing Program Support Technician  
Range 27/Step 1

Effective: November 1, 2022  
12 month at 40 hours/week

Reference Board Policy 7120, Recruitment and Hiring
Subject  
6.5 Consideration to Ratify Resignation - Supervisory

Meeting  
Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category  
6. CONSENT: PERSONNEL

Access  
Public

Type  
Action (Consent)

Recommended Action  
RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the resignation of Katherine Brown, Center Operations Supervisor (Coast Center), effective May 12, 2023.

SYNOPSIS:

Resignation - Supervisory

RECOMMENDATION:

The Superintendent/President recommends this item be ratified as presented.

ANALYSIS:

Katherine Brown  
Center Operations Supervisor (Coast Center)  
Effective: May 12, 2023

Reference Board Policy 7350, Resignations

Subject  
6.6 Consideration of the Mendocino-Lake Community College Classified Bargaining Unit/SEIU Local 1021 Contract Reopener

Meeting  
Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category  
6. CONSENT: PERSONNEL

Access  
Public

Type  
Action (Consent)

Recommended Action  
RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby receives the initial 2023/24 collective bargaining proposal from Mendocino-Lake Community College Classified Bargaining Unit/SEIU, Local 1021 (MLCCBU), and directs the Superintendent/President to receive related public comments prior to the November Board meeting.

SYNOPSIS:

Initial 2023/24 collective bargaining reopener contract proposal from Mendocino-Lake Community College Classified Bargaining Unit,(SEIU Local 1021)

RECOMMENDATION:

The Superintendent/President recommends that this item be approved as presented.

ANALYSIS:

Mendocino-Lake Community College Classified Bargaining Unit has requested to negotiate the items included in the attached contract reopeners for 2023/24.
Article 8, Section 3547, of the Public Employees Relations Act, requires that initial proposals be presented at a public meeting of the Board and that sufficient time be allowed for public comment on the proposal before negotiations commence.

Any related public comments will be accepted by the Superintendent/President prior to the November Board meeting.

File Attachments
1. MLCCD reopener letter-9-9-22.pdf (73 KB)

7. CONSENT: OTHER ITEMS

Subject 7.1 Fiscal Report as of August 31, 2022

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 7. CONSENT: OTHER ITEMS

Access Public

Type Action (Consent)

Recommended Action RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accept the fiscal report as presented.

SYNOPSIS:
A report on District fiscal data as of August 31, 2022

RECOMMENDATION:
The Superintendent/President recommends this item be approved as presented.

ANALYSIS:
The Fiscal report as of August, 2022 is submitted as information. The Board of Trustees is requested to accept the report.

Reference Board Policy 6300, Fiscal Management

File Attachments
Monthly Fiscal Oct 2022 Board.pdf (63 KB)

Subject 7.2 Authorization For Remote Teleconference Meetings - Resolution #10-22-01

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 7. CONSENT: OTHER ITEMS

Access Public

Type Action (Consent)

Recommended Action RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby adopt Resolution #10-22-01 and authorizes the continuation of virtual meetings pursuant to the conditions as outlined in Assembly Bill 361 as presented.

SYNOPSIS:
Adoption of Resolution #10-22-01, Authorization for Remote Teleconference Meetings

**RECOMMENDATION:**

The Superintendent/President recommends this item be approved as presented.

**ANALYSIS:**

Assembly Bill AB361 provides legislation that legislative bodies may continue to meet remotely during a declared State of Emergency subject to certain conditions. Those conditions include:

1. If a state of emergency remains active, or state or local officials have imposed or recommend measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) or paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

   A. The legislative body has reconsidered the circumstances of the state of emergency.

   B. Any of the following circumstances exist:

      1. The state of emergency continues to directly impact the ability of the members to meet safely in person.

      2. State or local officials continue to impose or recommend measures to promote social distancing.

**8. ACTION ITEMS**

**Subject**  
8.1 Award of Contract - Mendocino College Access Road Project

**Meeting**  
Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

**Category**  
8. ACTION ITEMS

**Access**  
Public

**Type**  
Action

**Recommended Action**  
RESOLVED, that the Mendocino-Lake Community College Board of Trustees hereby awards the contract for the Mendocino College Access Road Project to Granite Construction Company for $1,306,632.75.

**SYNOPSIS:**

Board of Trustees award of contract for the Mendocino College Access Road Project.

**RECOMMENDATION:**

The Superintendent/President recommends the award of the contract as presented.

**ANALYSIS:**

The scope and intent of the Mendocino College Access Road Project is to create a secondary access/exit road from campus to Orr Springs Road across college lands and Mendocino College Foundation lands to be used in the event of emergency situations at Mendocino College.

The project followed the rules and notification requirements of formal bidding, including public notices in the Ukiah Daily Journal and regional builder exchanges.
On September 13, 2022, Mendocino College held a mandatory job walk for the project; thirteen companies attended the job walk and six companies submitted a bid. The lowest bid amount was from Granite Construction Company for $1,306,632.75

Reference Board Policy 6340, Bids and Contracts

**Subject**  
8.2 Contracts and Agreements - Quarterly Ratification

**Meeting**  
Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

**Category**  
8. ACTION ITEMS

**Access**  
Public

**Type**  
Action

**Recommended Action**  
RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the contracts and agreements as provided on the attached compilation.

**SYNOPSIS:**

Board of Trustees review and ratification of contracts and agreements for goods and services for the July 1, 2022 through September 30, 2022 quarter of fiscal year 2022/2023.

**RECOMMENDATION:**

The Superintendent/President recommends that the Board of Trustees review and ratify those 2022/2023 contracts and agreements which have been approved at the administrative level, as presented in the attached summary document.

**ANALYSIS:**

In accordance with Education Code Sections 85230-85233, the Board of Trustees may choose to delegate authority to sign contracts and agreements on behalf of the District. Historically the Mendocino-Lake Community College District Board of Trustees has delegated such authority to the Superintendent/President, the Assistant Superintendent/Vice President of Administrative Services, the Vice President of Academic Affairs, and the Vice President of Student Services by Board resolution. This agenda item provides, in summary form, a compilation of those contracts and agreements that have administrative approval for the current fiscal year.

Reference Board Policy 6340, Bids and Contracts

**File Attachments**

Contract List July thru September 2022.pdf (123 KB)

**9. INFORMATIONAL ITEMS AND REPORTS**

**Subject**  
9.1 Mendocino College Foundation Report

**Meeting**  
Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

**Category**  
9. INFORMATIONAL ITEMS AND REPORTS

**Access**  
Public

**Type**  
Information

**File Attachments**

MCF Report_10-12-22.pdf (320 KB)
SYNOPSIS:
A report from the Constituent Groups to the Board of Trustees is submitted as information.

ANALYSIS:

Academic Senate:
The following report was submitted by Academic Senate President Nicholas Petti:

The Academic Senate formalized our 2022-23 goals. Those goals are:

- Increase legislative awareness and communication with local and state legislators.
- Increase part-time faculty inclusion and support.
- Increase shared governance and communication across constituent groups.
- A resolution supporting academic freedom.
- Addressing IDEAA (Inclusion, Diversity, Equity, Accessibility, Anti-Racism) through investigating ways to increase student support, participation, and access to courses at the College centers.

We had our 1st read of the Student Equity and Achievement plan. The 2nd read comes at our October 27th meeting.

Senator Watson presented an initial draft of a survey to part-time faculty regarding Professional Development.

Vice President Allen and I met with Classified Senate President and Vice-President, and with President of ASMC, to start a dialogue about increased cooperation and alignment between our respective organizations.

I’d also like to recognize the hard work and dedication of Administrative Assistant, Cindy Chapman, and wish her well on her retirement.

Classified Senate:
The following report was submitted by Classified Senate President Isabel Lopez:

In September, Classified held an Ice Cream Social for students at all the centers and the Ukiah campus. We enjoyed seeing more students on campus and we are glad we got to sweeten their afternoon with some ice cream. The events were such a success that we handed out over 200 ice creams. We look forward to doing this student activity at the beginning of every fall term.

Kelly Keyes has accepted a new position at Mendocino College and will no longer be able to serve as the Classified Senate Vice-President. We thank Kelly for her participation and dedication to the senate and we wish her the best in her new journey. At the September meeting, Classified elected a new Vice-President effective October 1st. Jenny Yang will be the Vice-President for the remainder of the 2022-2023 term. We are grateful to have Jenny as Vice-President and we are expecting a smooth transition.

The Governing Council met to discuss and define our Committee Goals for 2022-2023. We will be focusing on fundraising activities to support student scholarships, Classified professional development opportunities and student activities. We are also currently...
Last, on September 30th, student facing staff attended the first session of the Career Ladders Project. This session explored the relationship between mindsets and student outcomes and why mindset matters for Educators. We had breakout rooms to reflect on the 2022 Student-Facing Professional Mindset Survey. In these breakout rooms we put in practice our understanding of deficit and equity mindsets. The next CLP session is scheduled for October 28th.

Management Team:

The following report was submitted by the Management Team President Amanda Xu:

The Management Team welcomed a guest speaker from San Diego MESA College to discuss opportunities for professional development through the Association of California Community College Administrators, ACCCA. A succession plan for management team leadership was established. Reports from pertinent committees were received.

**Oral reports by other constituent group leaders may be presented at the meeting.**

### Subject 9.3 Board Policy Additions and Revisions - First Reading

Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING

Category 9. INFORMATIONAL ITEMS AND REPORTS

Access Public

Type Discussion, Information

**SYNOPSIS:**

New and revised Board policies are presented for review and discussion.

**ANALYSIS:**

As part of the ongoing effort to review all policies in the Board Policy Manual in a timely manner, the following Board policies are submitted for the Board’s review. As part of the process, all Board policies are being updated to reflect the standard numbering system used by the Community Colleges throughout the state.

The following policies were first reviewed by the President’s Policy Advisory Committee on August 26, 2022; were shared with the constituent groups for comments or suggestions and finalized by the committee at their meeting on September 30, 2022.

- Board Policy 3100 - Organizational Structure - This legally required Board policy was last updated in December 2014 and has been revised using the League’s template as a guide.
- Board Policy 3250 - Institutional Planning - This legally required Board policy was last updated in June 2013 and has been now revised to reflect the legally required changes.
- Board Policy 3300 - Public Records - This legally required Board policy was last updated in January 2015 and has now been revised to reflect the legally required changes.
- Board Policy 3310 - Records Retention and Destruction - This legally required Board policy was last updated in January 2015 and has now been revised to reflect the legally required changes.

Board members will review the policies and may offer suggestions for changes as deemed necessary. Discussion and/or adoption of the policies will take place at the November 2022 Board meeting.

File Attachments
- BP 3100 - Organizational Structure.pdf (121 KB)
- BP 3250 - Institutional Planning.pdf (318 KB)
- BP 3300 - Public Records.pdf (123 KB)
- BP 3310 - Records Retention and Destruction.pdf (138 KB)
SYNOPSIS:
A Board policy proposed for deletion is presented for review and discussion.

ANALYSIS:
As part of the ongoing effort to review all policies in the Board Policy Manual in a timely manner, the following Board policy is submitted for the Board's consideration.

The following policy was first reviewed by the President’s Policy Advisory Committee on August 26, 2022; was shared with the constituent groups for comments or suggestions and finalized by the committee at their meeting on September 30, 2022.

Board Policy 302 - District Code of Ethics - This board policy is duplicated in Administrative Procedure 3050.1 and has been deemed as unnecessary. It is not legally required and therefore it is recommended for deletion.

Board members will review the policy and may offer suggestions as deemed necessary. Discussion and/or deletion of the policy will take place at the November 2022 Board meeting.

File Attachments
BP 302 - District Code of Ethics.pdf (156 KB)
AP 3050.1-Institutional Code of Ethics.pdf (358 KB)

10. TRUSTEE COMMUNICATIONS

Subject 10.1 Board of Trustees Annual Self-Evaluation
Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 10. TRUSTEE COMMUNICATIONS
Access Public
Type Discussion, Procedural

Following Board Policy 2745, the Board of Trustees are conducting their annual self-evaluation process.

After the September 14, 2002, The Board of Trustees were each sent to each a survey to complete by September 30, 2022. Additionally, all members of the District staff who regularly participate in Board meetings will be given the opportunity to provide feedback by September 30, 2022.

The survey responses were compiled without reference to individual responses by the Superintendent/President. The summary was forwarded to the Board President for inclusion in the board self-evaluation process.

File Attachments
Board Self Eval Participant Feedback.pdf (143 KB)
Subject 10.2 Trustee Reports
Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 10. TRUSTEE COMMUNICATIONS
Access Public
Type Information, Reports

SYNOPSIS:
Individual Trustees share their Board related activities with the full Board.

ANALYSIS:
Oral reports by Trustees may be presented at the meeting.

Subject 10.3 Future Agenda Items
Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 10. TRUSTEE COMMUNICATIONS
Access Public
Type Information

SYNOPSIS:
Input and discussion by board members regarding items to be included on future agendas.

ANALYSIS:
Items currently on the list include:

- 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

11. ADJOURNMENT

Subject 11.1 Adjourn
Meeting Oct 12, 2022 - BOARD OF TRUSTEES AGENDA - REGULAR MEETING
Category 11. ADJOURNMENT
<table>
<thead>
<tr>
<th>Access</th>
<th>Public</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type</td>
<td>Procedural</td>
</tr>
</tbody>
</table>