

**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, February 5, 2014, Mendocino College, 1000 Hensley Creek Road, Ukiah, CA.

GENERAL MATTERS

Call To Order Trustee Clark, Board President, called the meeting to order at 5:00 PM.

<i>Board Members</i>	President	Joel Clark	present
	Vice President	Paul Ubelhart	present
	Clerk	John Tomkins	present
	Trustee	Edward Haynes	present
	Trustee	Joan M. Eriksen	present
	Trustee	Janet Chaniot	present
	Trustee	Dave Geck	present
	Student Trustee	Kevin Leal	present

Secretary Arturo Reyes, Superintendent/President

Support Staff Gwen Chapman, Executive Assistant II Superintendent/President

Staff Representatives Larry Perryman, Vice President of Administrative Services
Virginia Guleff, Vice President of Education and Student Services

<i>Constituent Representatives</i>	Academic Senate	John Koetzner, President
	Classified Senate	Larry Lang, President
	Management/Supervisory/Confidential	Karen Christopherson, President (absent)

Public Comments Professor Leslie Saxon West addressed the board regarding cuts to art programs and shared a document entitled “Why do the Arts Matter?” which contained responses to survey questions by students and parents.

Agenda Approval M/S/C (Haynes/Tomkins) To approve the agenda as amended. The Mendocino College Foundation report which was included in the Board packet will be taken following the Constituents report.

Minutes/Approval M/S/C (Chaniot/Tomkins) To approve the minutes of the regular meeting held on January 8, 2014 as submitted.

PRESIDENT’S REPORT

A written report was submitted by Superintendent/President Reyes. The following was offered in addition:

- The results of Staff Survey will be presented to the Board at a future meeting.
- The Board is invited to attend the Grand Opening of Nursing Program facilities on March 6 at 5:00 PM. This event will be held in conjunction with the Foundation and will be a NCLEX fundraiser for the graduating

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nurses.

- Through PBC it was agreed to move forward with filling the positions of Vice President of Administrative Services and Assistant Dean of Financial Aid/EOPS pending notification of the upcoming retirements in June, 2014. Superintendent/President Reyes commented on the importance of making sure there is not gap in coverage in these two critical areas.
- Superintendent/President Reyes offered his thanks to Vice President Guleff, Eileen Cichocki, and José Millán for attending the job fairs.

CONSENT AGENDA

M/S/C (Leal/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Consent Agenda as submitted. The matter passed 7-0

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

Personnel

*Employment –
Short-Term
Employees*

*M/S/C RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the Short-Term Employees as submitted and presented at the meeting.

*Employment –
Part-Time Faculty*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the Part-Time Faculty for Fall Semester 2013 as submitted.

Volunteers

*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.

Other Items

*Fiscal Report as of
December 31,
2013*

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

*Quarterly Fiscal
Status Reports –
AB 2910*

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

*Donation of
Automobile*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donation from Kevin Murphy.

ACTION ITEMS

*Non Resident
Tuition Fee*

Setting this fee is an annual action by the Board of Trustees. Vice President Perryman commented that the majority of out-of-state students are athletes and most carry of full load of 13 or more units. He added that many out-of-state students pay the fee the first year and become residents the following year. Non Resident Tuition fees adopted by contiguous districts include Butte \$200, College of the Redwoods \$233, Santa Rosa \$190, Shasta \$210, and Yuba \$190. In order to be more competitive with Santa Rosa and Yuba, the closest districts,

a fee of \$195 is recommended.

M/S/C (Haynes/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2014-15 nonresident tuition fee at \$195. The matter passed 7-0

*Board Policy
Revision – Policies
701 Employment of
District Personnel*

A revised copy was presented at the meeting.

M/S/C (Geck/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve Board Policy 701 Employment of District Personnel as presented at the meeting. The matter passed 7-0

INFORMATIONAL REPORTS

*Education and
Student Services
Report*

A written report was presented at the meeting by Virginia Guleff, Vice President of Education and Student Services. The following was offered in addition:

- The first Pell Grants disbursement was in the amount of \$1M.
- Vice President Guleff gave the Board further information on AB 86 and the planning grant.

*Administrative
Services Report*

A written report was submitted by Larry Perryman, Vice President of Administrative Services.

*Measure W
Bond Report*

The Measure W Bond Quarterly Report was submitted by Larry Perryman, Vice President of Administrative Services. The following information was offered in addition:

- Vice President Perryman reported on the status of the remaining projects and mentioned that the District is considering using an engineering/construction firm to assist in closing out the Bond project.

*Mendocino
College
Foundation Inc.*

A written report was submitted by Katie Fairbairn, Executive Director.

*Constituents
Report*

No written reports were submitted.

- Academic Senate President John Koetzner mentioned that the Senate is continuing to work on revising the policy on Minimum Qualifications and reviewing the revised procedures for hiring. He reminded the Board that the agendas and minutes of the Academic Senate are available on the website.

PRESENTATION

Disability Resource Center (DRC)

Vice President Guleff introduced DRC Counselor/Coordinator Rhea Hollis who gave a PowerPoint presentation on the Disability Resource Center.

Items covered in the presentation included:

- Disabled students are protected by law that protect students by making sure they have access to curriculum.
- Presentations on the offerings of the DRC department are given to incoming

students from K12. Students are advised on how the program can support them at the College as well as helping to become eligible for the program.

- The various ways that students can be funded in the program.
- The variety of disabilities that the program supports.
- The high tech center which is located in the Library is used by DRC. There are programs for students with various disabilities. And example is a program for students who do not have use of their hands and allows the students to train the program to learn their voice and to write their work for them.
- Students working with DRC do not receive modification of grades or assignments, accommodations are for access at college level.

Ms. Hollis commented that being a part of this program is optional and it is up to the student to identify themselves in coming to the program. It is very empowering to the students to choose to work with DRC. The DRC department also works with the community, had community members on an advisory board and has seminars for K-12 students.

Annually hosting parents and students transition from K12

21st hosting regional DSPS directors – to share our resources and draw from them best practices and ideas.

TRUSTEE COMMUNICATION

Trustee Reports

Written reports were submitted by Trustee Chaniot and Clark. Oral reports were given by Student Trustee Leal and Trustees Tomkins, Geck, Clark, Chaniot, Eriksen, Ubelhart, Haynes.

CLOSED SESSION

The Board Adjourned to Closed Session at 6:45 PM. Board President Clark announced that items 9.1 Conference with Legal Counsel and 9.2 Public Employee Discipline/Dismissal/Release will be discussed and no action will be taken.

ADJOURNMENT

The Board returned to Open Session at 8:05 PM and made the following motion: M/S/C (Tomkins/Clark) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting.

Submitted by:

Arturo Reyes, Superintendent/President
Secretary, Board of Trustees