

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

A workshop of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, February 9, 2011, Mendocino College, 1000 Hensley Creek Road, Ukiah CA.

GENERAL MATTERS

Call To Order Trustee Ubelhart, Board Vice President, called the meeting to order at 9:04 AM.

<i>Board Members</i>	President	Joel Clark	absent
	Clerk	Ed Haynes	present
	Trustee	Dave Geck	present (arrived at 9:15 AM)
	Trustee	John Tomkins	present
	Trustee	Paul Ubelhart	present
	Trustee	Janet Chaniot	present
	Trustee	Joan M. Eriksen	present (arrived at 9:14 AM)

Secretary Kathy Lehner, Superintendent/President

Support Staff Gwen Chapman, Executive Assistant II Superintendent/President

Staff Representatives The following staff representatives attended and participated in the workshop at various times during the day:
Meridith Randall, Vice President of Education and Student Services
Larry Perryman, Vice President of Administrative Services

Public Comments No members of the public were present.

Agenda Approval M/S/C (Haynes/Chaniot) To approve the agenda as presented.

ACTION/DISCUSSION ITEMS

Discussion for the next three items was led by Superintendent/President Lehner in the absence of Board Chair Clark.

Trustees Geck and Eriksen arrived during the following discussion.

Board Goals and Objectives Trustees first reviewed the section of the Goals and Objectives on “Maintaining and Improving Board Operations.”

Directions to staff from that discussion:

- The Board requested that reports from programs and departments be placed on monthly Board agendas. These reports should align with the District’s Mission/Vision/Value/Goals. Vice President Randall will work with Superintendent/President Lehner and Board President Clark on scheduling these reports.
- The Board requested Institutional Researcher Dr. Duffy to help the Board develop the next Board self-evaluation document. They would also like to have a discussion in open session regarding the comments from the Board and from staff. The Board President’s summary of the evaluation should be written after that discussion has taken place.

The Board then reviewed their goals and objectives which are based on the

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District's five Strategic Goals. They discussed which items they felt have been accomplished thus far this year. Accomplishments were listed and will be added to the document and presented to the board at a future date. Trustee Haynes will develop a data base on "Trustee Connections to Community Organizations."

*Board
Responsibilities*

This item was tabled and will be placed on a future agenda.

*Meeting
Organization*

This item was tabled due to time constraints and will be placed on the agenda for the March regular meeting.

Lunch Break

Trustees adjourned the meeting for lunch at 11:40 AM and returned to Open Session at 12:15 PM.

Future Visioning

The following members of the Planning and Budgeting Committee (PBC) were present during this portion of the meeting: Dalene Nickelson, Steve Hixenbaugh, Mark Rawitsch, Eileen Cichocki, Virginia Guleff, Charlie Duffy, Karen Chaty, and Jim Mastin.

Superintendent/President Lehner shared copies of the first slides from the last six Inservice PowerPoints which contained comments about change. She challenged the Board and PBC members to brainstorm about the future and to consider the preparation needed for the upcoming budget cuts.

Comments:

- The mission/vision/values/goals should be reviewed and possibly revised every five years.
- The State of California defines the mission of California community colleges.
- Legislators have directed community colleges to concentrate on three focus areas, although the laws defining the mission of California community colleges has not changed.

*Student Success
And
Student Access*

Some of the comments and ideas for the future:

- Incentives are needed to encourage students to do better and be more successful.
- Scholarships are good incentives.
- Community college students are here by choice, are incentives necessary?
- The Commission on the Future report suggests that rather than incentives, students be required to do things that make them successful such as attend orientations, etc.
- Demographics are changing. In the next 5-10 years, there will be an increase in Hispanic students and a shrinking population of high school graduates. There is an increase in female students at Mendocino College and across the State.
- Younger students are used to personalized attention because of technology.
- Learning Communities are something that the college is currently using as support for students who have low test scores and are struggling.
- Should we place more emphasis on the Career Center because incoming students do not know what area they wish to study?

- Suggestion to make it mandatory that all students have the results of a career survey with them when meeting with a counselor.
- With the vacant staff positions, how do we keep up with our efforts to support student success?
- Suggestion to collaborate with the North State Rural Community College Association to share distance education and become a larger college through technology.
- Community colleges already share common resources for technology and information technology through various Joint Powers Authorities (JPAs).
- Start up costs for trade programs are high but we can have partnerships like the Pharmacy Tech Program with Boston Reed.

Vice President Perryman stated that for the first time, the Chancellor’s Office has started talking about consolidating districts and defunding centers. They are encouraging online education and are questioning the value of local boards.

The Board offered thanks to PBC members who attended for their excellent ideas and good information for the Board. The Board praised all the staff for the work they are doing with such limited resources.

Participatory Governance

Superintendent/President Lehner reviewed the planning process and duties of the committees that feed into the Planning and Budgeting Committee (PBC). She discussed how Program Review initiates all planning and budgeting. Items from Program Reviews go to the appropriate planning committees who make recommendations to PBC. This process is how AB1725 on shared governance is implemented at Mendocino College. Also discussed was the Integrated Planning and Budgeting Timeline.

PPAC –Policy Revision

Superintendent/President Lehner and Executive Assistant Chapman reviewed the process for writing and reviewing policies and procedures other than those in the Trustee Bylaw section. Also reviewed was the role of the President’s Policy Advisory Committee (PPAC) in the shared governance process.

Future Agenda Items

- Discussion by the Board regarding participating as a group in the Adopt-A-Fifth Grader Program.

ADJOURNMENT

M/S/C (Geck/Haynes) RESOLVED, That the Board of Trustees of the Mendocino-Lake Community College District does hereby adjourn the meeting at 3:09 PM.

Submitted by:

Kathryn G. Lehner, Superintendent/President
Secretary, Board of Trustees