

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES AGENDA – SPECIAL MEETING**

**Wednesday, March 21, 2012**

**Mendocino College - 1000 Hensley Creek Road – Ukiah CA 95482  
Board Room, Room 1060, MacMillan Hall**

**6:00 PM**

*Trustee Geck will be participating in the meeting by phone from 7465 Malven Ave. Rancho Cucamonga, CA 91730. Members of the public may address the Board at this teleconference location.*

**CALL TO ORDER /PLEDGE OF ALLEGIANCE**

**1. PUBLIC COMMENTS**

This time is set aside for general public comments. Additionally, comments may be made at 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, city of residence and affiliation, if any, and address their comments to the Board Chair. Trustees may ask questions of the speaker for clarification but will not discuss items that are not on the agenda. The Board Chair may refer the subject to College staff for research or for the item to be placed on a subsequent agenda.

**2. APPROVAL OF AGENDA**

2.1 Agenda Approval

**3. CLOSED SESSION**

Public Employment: GC 54957

Title: Superintendent/President

**4. ADJOURNMENT**

**ADA Compliance: Persons with disabilities needing assistance, please notify the Superintendent/President's Office at 468-3071 no later than 24 hours prior to the scheduled meeting. Meetings are held in locations which are wheelchair accessible.**

**Agenda Packet and Supporting Documents Notice: The agenda packet and supporting materials can be viewed in the President's Office, Room 1070, Mendocino College, 1000 Hensley Creek Road, Ukiah CA or on the College's website at [www.mendocino.edu](http://www.mendocino.edu).**



# BOARD POLICY

No. 211

MENDOCINO - LAKE COMMUNITY COLLEGE DISTRICT

## CEO SELECTION AND SUCCESSION

The Mendocino-Lake Community College District Board of Trustees recognizes that one of its most important roles is the appointment of the Superintendent/President. The Superintendent/President has the primary administrative responsibility for the District.

### Selection

Whenever the Superintendent/President position becomes vacant, the Board will establish a search process to fill the vacancy. The process shall be fair and open and comply with relevant regulations. The search process will include the responsibilities and qualifications of the position, information about the District, and a statement indicating that the District is an Equal Opportunity Employer.

The Superintendent/President will be employed by contract as an educational administrator. The contract will include the terms of employment not to exceed four years.

### Succession

The Board delegates authority to the Superintendent/President to appoint an acting Superintendent/President to serve in his or her absence for short periods of time, not to exceed 30 calendar days at a time.

The Board shall appoint an acting (interim) Superintendent/President for periods exceeding 30 calendar days.

Reference: Ed Code 72400, Title 5 53000 et seq., Accreditation Standard IV.B.1, IV.B.1.j

Adopted: December 19, 1978  
Revised: May 5, 2010