



*Time Certain Item:  
Professional  
Development Leave  
Report – Dr. Roger  
Hock*

Dr. Roger Hock began his presentation with a thank you to the Board for allowing the opportunity of a Professional Development Leave.

Dr. Hock reviewed the outcomes of his professional development leave project with the Board. His project was actually two-fold.

The first portion of his leave project covers Human Sexuality education. As a proponent of this type of education, Dr. Hock posited that the subject matter could be studied much more in-depth. It has been his experience that most college-age students are not fully educated in this area which supports his theory that Human Sexuality should be a required course. With this information in mind, he polled other community colleges in the state regarding their offerings and the number of sections. He found the course is offered at 80% of the community colleges polled. The reason given for not offering the course was a lack of faculty resources; it is an elective course for most majors (92% of those responding to the survey), required for 46% of the majors, and is a general education requirement for 69% of those polled.

Several questions from members of the Board followed regarding the information presented.

For the second half of his project, Dr. Hock was involved in work on the up and coming change regarding college textbooks which is being driven by the high cost of books. Publishers are having difficulty maintaining profit margins as more used and rental books are currently being used. As of today, students spend approximately \$1,200.00 per year on textbooks. Of the students polled, 65% stated they elected to not purchase a book required for a class due to the cost involved.

An up and coming movement in the publishing field involves moving from print to digital models. The publisher Dr. Hock worked with is currently working on an all-digital platform with no printed text. Dr. Hock spoke of the training involved for this type of platform which will transfer learning to an on-screen digital experience. This type of learning will allow students to interact digitally with video demonstrations and interactive quizzes throughout. Dr. Hock is very excited to have been invited to take part in this portable learning experience as it progresses forward. As it is looking right now, a digital product will cost approximately \$60 per student which is significantly lower than the current printed versions.

After answering questions from several Board members, Dr. Hock was invited to address the Board in the future with more information on this topic.

*Public Comments*

There were no comments made by the public at this time.

### **PRESIDENT'S REPORT**

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

- Superintendent/President Reyes thanked Interim Human Resources Director Sabrina Meyers for working so diligently on the contract reopeners from all

- the constituent groups as well as the District responses to their reopeners.
- Please remove the Classified Bargaining Unit/SEIU Local 1021 2015-16 reopeners from the consent agenda as they are not available at this time.
  - Please forward any thoughts on the 2014-2015 Board Priorities as well as any suggestions for the 2015-2016 Board Priorities Board members may have. Comments and/or suggestions should be forwarded to the Superintendent/President for discussion and final determination will be made at the next Board meeting.
  - We are looking to update the Board of Trustee pictures on our website. With this in mind and since there will be a professional photographer on site we will be taking pictures of the group and each trustee on the day of commencement which will be used for this purpose.

### **CONSENT AGENDA**

Item 4.9 – Mendocino-Lake Community College Classified Bargaining Unit – SEUI/Local 1021, 2015-16 Reopeners and Item 4.14 – Mendocino-Lake Community College District 2015-16 Reopeners to Classified have been removed from the agenda.

M/S (Clark/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Consent Agenda as amended with the following vote:

Ayes	Tomkins, Haynes, Geck, Chaniot, Clark, Ubelhart and Eriksen
Noes	None
Abstentions	None
Absent	None

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

### **Personnel**

- |   |  |
|---|--|
| <i>Employment – Short-Term Employees</i>                      | *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the short-term employees as submitted and presented at the meeting. |
| <i>Volunteers</i>   | *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.                    |
| <i>Resignation – Full-Time Faculty</i>                        | *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the resignation of Barbara French as presented at the meeting.                        |
| <i>Resignation – Interim Director &amp; Part-Time Faculty</i> | *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the resignation of Michael Padilla as presented at the meeting.                       |
| <i>Resignation –</i>  | *RESOLVED, That the Mendocino-Lake Community College District Board of   |

<i>Classified Staff</i>	Trustees does hereby accept the resignation of Kimberlei Lyly as presented at the meeting.
<i>Mendocino-Lake Community College Classified Bargaining Unit (MLCCCBU)</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the side letter regarding working four 10-hour days from 06/01/15 through 07/31/15 as presented.
<i>Mendocino College Federation of Teachers (MCFT)</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the side letter regarding the implementation of changes to the faculty evaluation Form A to address Student Learning Outcomes (SLOs) as presented.
<i>Administrator Contract - Correction</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Administrator Contract start date correction for Orion Walker as submitted and presented at the meeting.
<i>Mendocino College Federation of Teachers (MCFT) 2015-16 Reopeners</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2015-16 collective bargaining proposal as presented.
<i>Mendocino College Part-Time Faculty Association (MPFA), 2015-16 Reopeners</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2015-16 collective bargaining proposal as presented.
<i>Mendocino-Lake Community College District 2015-16 Reopeners to MCFT</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2015-16 collective bargaining proposal from MLCCD to MCFT and directs the Superintendent/President to receive public comments on this proposal prior to the May 2015 board meeting.
<i>Mendocino-Lake Community College District 2015-16 Reopeners to MPFA</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2015-16 collective bargaining proposal from MLCCD to MPFA and directs the Superintendent/President to receive public comments on this proposal prior to the May 2015 board meeting.

**Other Items**

<i>Fiscal Report as of February 28, 2015</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.
<i>Mendocino College 2015-16 Catalog</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2015-16 college catalog as presented.

**ACTION ITEMS**

*2014-15 April  
Revised Budgets*

The April revised budgets were presented by Vice President Cichocki for review and adoption.

After addressing several questions from members of the Board regarding such topics as load banking, the number of FTES generated and stability funding, Vice President Guleff added the college is currently implementing reviews and controls to ensure budgets are met while adding offerings that will help generate the FTES number we need. The Enrollment Management committee is exploring a number of models including a schedule allocation model based on FTEF. The Deans are also working with faculty members from each discipline to ensure an effective schedule review is completed.

With no further questions, the Board took the following action:  
M/S (Clark/Geck) to approve the April Revised Budgets as presented. The motion was approved with the following vote:

Ayes	Tomkins, Haynes, Geck, Chaniot, Clark, Ubelhart and Eriksen
Noes	None
Abstentions	None
Absent	None

*Contracts and  
Agreements –  
Quarterly  
Ratification*

After review of the list of contracts and agreements, the board took the following action: M/S (Clark/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the contracts and agreements as presented with the following vote:

Ayes	Tomkins, Haynes, Geck, Chaniot, Clark, Ubelhart and Eriksen
Noes	None
Abstentions	None
Absent	None

*Election Order and  
Request for  
Consolidation –  
Resolution 04-15-  
01*

After brief discussion the board took the following action:  
M/S (Geck/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does adopt resolution 04-15-01 requesting election consolidation as presented with the following vote:

Ayes	Tomkins, Haynes, Geck, Chaniot, Clark, Ubelhart and Eriksen
Noes	None
Abstentions	None
Absent	None

*Classified  
Professionals Week  
– Resolution 04-15-  
02*

After reviewing the resolution, the board took the following action:  
M/S (Geck/Chaniot) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt resolution 04-15-02 honoring classified employees with the following vote:

Ayes	Tomkins, Haynes, Geck, Chaniot, Clark, Ubelhart and Eriksen
Noes	None
Abstentions	None
Absent	None

*Big Picture*

Vice President Guleff and Dean Kouanchao presented the Board with an update

on the Save Act and its impact on our college and staff.

Dean Kouanchao informed the Board about the new laws and regulations the college must now adhere to. Some of the criteria of the new laws and regulations regarding the Save Act include:

- Works in concert with the Clery Act, Title IX and FERPA
- Designed to get more response and follow through
- Requires colleges and universities who have Financial Aid to have more accountability
- College is required to submit Annual Security report to Department of Education which will include Crime and Safe Act statistics. This information is public information and is posted on the college website.
- Clery reporting is statistical only and FERPA is guaranteed
- Clery Act keeps expanding regarding the types of crimes committed on campus.

Vice President Guleff informed the Board the direction we have received from the state is for colleges to develop an MOU with local law enforcement to cover this area. Other parts of this initiative include:

- Fits in with what we have in place for student discipline
- College responsible for identifying who is responsible for certain key information and investigations
- Protections must be in place for all students, not just female students
- We are responsible for conducting our own investigation
- The Clery Act requires timely and accurate reporting of any such incidents but the college would need to make sure everything is reported and dealt with accordingly regarding our legal responsibility.
- District responsibility includes:
  - Strengthening procedures for the handling incidents of sexual violence.
  - Sexual Assault Victim's Bill of Rights
  - After the Board Policy and Administrative Procedure is in place, the College will develop an MOU with local law enforcement agencies
  - Our Administrative Procedure 3540.1 incorporates requirements from the Save Act, the Clery Act, Title IX and FERPA.

Dean Kouanchao then covered the next steps for the board members which will include:

- Strengthening campus training
  - Student orientation
  - Staff training and workshops
- Building community partnerships
- Developing "Safe Spaces" for students which would be a place to address bullying and other issues and would be a shelter for students to feel safe.

Superintendent/President Reyes reminded members of the Board that part of the act requires college interaction with other local agencies.

When asked about the role of student government, Vice President Guleff added the College would be partnering with the Associated Students of Mendocino College (ASMC) to make sure students are aware of this information.

*Board Policy  
Revisions – Second  
Reading*

After discussion, it was determined that Board Policy 2345 needs to have the bullet points reformatted. After additional discussion regarding the other policies presented for approval, it was determined if Trustee Eriksen's suggested changes do not contradict the intent of the original policy presented, then her suggested changes will be incorporated into the final approved version(s). Trustee Eriksen will provide the Superintendent/President with a copy of her suggested changes after the meeting.

M/S (Clark/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the Board policy additions and revisions as presented.

Ayes	Tomkins, Haynes, Geck, Chaniot, Clark, Ubelhart and Eriksen
Noes	None
Abstentions	None
Absent	None

**INFORMATIONAL REPORTS**

Education and  
Student Services  
Report

A written report was submitted by Virginia Guleff, Vice President of Education and Student Services.

- Vice President Guleff thanked the board for approving the catalog.
- Counselors will be attending a SSSP training session in Concord on April 24, 2015.
- Super Saturday will be held on May 9<sup>th</sup> for high school graduates and new to Mendocino College students. By holding this event, the College hopes to attract students to us who will then enroll in summer and fall sections with a plan in place.
- The summer schedule will be released this Friday.
- A revitalized PTK Honor Society Group took four students to the Nevada/California regional conference in Sparks, NV on March 27-29<sup>th</sup> where they were recognized as a one-star chapter. Financial Aid Director Velasco traveled with the group. PTK orientation will take place May 6-9<sup>th</sup> with the induction of new members occurring on May 6<sup>th</sup>.
- EOPS/Care and CalWORKS end of the year awards banquet will take place on May 9<sup>th</sup>.
- Native American Motivation Day will take place on April 10, 2015.
- A handout outlining the timeline/process regarding the Mendocino Coast Center was distributed. Our substantive change report with the College of the Redwoods was submitted yesterday and will be posted on the college website. Once approved, the College can then offer more than 50% of a degree or certificate at the coast location which will allow the College to offer federal Financial Aid to the coast students as well. Included in the report is a multi-year projection based on FTES and a timeline for implementation. Additionally, an implementation steering committee has been formed and will have representatives from all constituent groups with work continuing on the framework necessary to support the coast site.
- Our ACCJC follow up visit will take place next week. We currently have set up interviews with Dr. Thomas and members of his team as they have

requested.

*Administrative  
Services Report*

A written report was submitted by Eileen Cichocki, Vice President of Administrative Services. The following was offered in addition:

- The College received additional information that next year's COLA will most likely be less than the Governor had previously stated. We will know more once we receive the May revise from the state.
- The Governor has signed an executive order regarding the drought which looks like it will impact Mendocino College. Additional information on this issue will be presented at the next meeting.

*Point Arena Field  
Station Fund  
Raising Committee*

A written report was submitted as information by Professor Steve Cardimona. Trustee Haynes added that in reviewing the report there have been no additional funds raised by the committee.

*Mendocino College  
Foundation, Inc.*

The following oral report was presented by Katie Fairbairn, Executive Director of the Mendocino College Foundation, Inc. The following information was presented in addition:

- The Foundation contracted with K•Coe auditors who recently completed their review which will be presented to full Foundation Board next Tuesday. If approved, the Foundation will have a healthy ending fund balance.
- May 13<sup>th</sup> will be the Foundation's Annual Strategic Planning workshop from 1:30 – 5:00p. The focus will be on ways the Foundation can help the college and student success. Director Fairbairn would like to see as many Trustees attend the workshop as can make it.
- The North County Friends of Mendocino College is having a career fair on April 24th from 9a – 12p and all participation would be appreciated.
- Friday, May 8<sup>th</sup> will be the external scholarship presentation ceremony and Friday, May 15<sup>th</sup> will be the Foundation scholarship event. Both ceremonies will be held in the Center for Visual and Performing Arts theatre.
- May 2<sup>nd</sup> is the Mendocino College alumni reunion at Lake Center.

*Constituents Group  
Reports*

**Academic Senate:**

A written report was submitted by the Academic Senate President Reid Edelman.

The following oral reports were presented at the meeting:

**Classified Senate:**

Classified Senate President Bushway informed the Board that Hope Patterson is retiring after 41 years at the college.

**Management/Supervisory/Confidential:**

Management/Supervisory/Confidential President Minerva Flores stated she had nothing to add.

**ASMC:**



An oral report was presented by Student Trustee Nayeli Castaneda which included the following:

- An Easter Egg Hunt was held for students on March 25<sup>th</sup> with many students participating.
- A business plan for the Food Pantry is still under revision. Also added to the plan have been criteria guidelines.
- Earth Day and Club Day events will be held on April 22<sup>nd</sup> from 12-3p. Currently, twelve clubs have committed to participating as well as several businesses from the community. The ASMC has also invited Ukiah High School students to attend as well.
- ASMC election of officers for the 2015-16 year will take place on May 6<sup>th</sup> with election packets out to the potential candidates now.

*Board Policy  
Additions and  
Revisions – First  
Reading*

The revisions to the Board policies are presented as information for review. Voting on these revisions will take place at the May 2015 meeting.

*District Priorities*

As mentioned earlier in the Superintendent/President's report, the 2014-15 Board Priorities are provided for review and comments. Board members are asked to submit their recommendations for the 2015-16 District Priorities to the Superintendent/President for inclusion in next month's Board packet. Final determination of the 2015-16 District Priorities will be made at the next board meeting.

**TRUSTEE COMMUNICATION**

*Trustee Reports*

**Oral report by Trustee Chaniot:**

- Read scholarship applications for AAUW
- The annual trustee conference for the CCCT will take place in Monterey May 1-3<sup>rd</sup> and currently has a 14% higher registration rate than last year. Trustee Chaniot will be introducing John Hope Bryant who has completed many community service activities. She will also be participating in the candidate interviews for the Director of the CCLC position. The election of officers is due to take place on Sunday morning of the conference where she may be elected to the position of President of the CCCT.
- Over the last few days she has been seeing emails between officers and the interim director of CCLC regarding lawsuits on the gifts of public funds. She would like to see more education for trustees on this issue.

**Oral report by Trustee Tomkins:**

- If you haven't had an opportunity to do so, please donate to the Foundation fund to help cover the Nursing graduates expense in taking their State Board examination.

**Oral report by Trustee Eriksen:**

- This will be the last time she will be reading the scholarship applications for the AAUW who will be presenting three - \$1,000 scholarships this year.

**Oral report by Trustee Haynes:**

- Trustee Haynes stated he had nothing to add.

**Oral report by Trustee Geck:**

- Trustee Geck informed the board he will not be able to attend the June meeting as it is currently scheduled. He asked the Board to consider moving the meeting to the first Wednesday of the month. This issue will be reviewed further at the May meeting.

**Oral report by Trustee Clark:**

- Trustee Clark informed the Board due to other commitments, he must excuse himself from the meeting at 8:00pm.

**Oral report by Trustee Ubelhart:**

- Trustee Ubelhart thanked everyone for coming to the meeting at the North County Center in Willits.

**Oral report by Trustee Castaneda:**

- Trustee Castaneda attended the PTK regional conference in Sparks, NV where she learned about a campaign called C-4 where community college students pledge to complete an AA or certificate. She is working to bring this campaign to Mendocino College where we would also work to incorporate Education Plans into the process. She is also looking to have a booth at the club day where students would be asked to complete pledge cards. She is also considering including something along the lines of committing to enroll, complete more classes, etc.

**CLOSED SESSION**

The Board adjourned to Closed Session at 8:10 PM. Board President Tomkins announced that items 8.1 Conference with real property negotiator; 8.2 Collective Bargaining/Meet and Confer; 8.3 Conference with Legal Counsel – Anticipated Litigation; 8.4 Public Employee Discipline/Dismissal/Release and 8.5 Public Employee Performance Evaluation will be discussed.

The Board returned to open session at 9:35 PM with Board President Tomkins reporting no action taken on the items discussed in closed session.

*Adjournment*

M/S (Geck/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 9:36 PM.

Ayes	Tomkins, Haynes, Geck, Chaniot, Ubelhart and Eriksen
Noes	None
Abstentions	None
Absent	Clark

Submitted by:  
 Arturo Reyes, Superintendent/President  
 Secretary, Board of Trustees