

**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, July 11, 2012, 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	absent
	Clerk	John Tomkins	present (arrived at 5:43 PM)
	Trustee	Edward Haynes	present
	Trustee	Joan M. Eriksen	present
	Trustee	Janet Chaniot	present
	Trustee	Dave Geck	present
	Student Trustee	Jennifer Evans	present

*Secretary* Roe Darnell, Superintendent/President

*Support Staff* Gwen Chapman, Executive Assistant II Superintendent/President

*Staff* Larry Perryman, Vice President of Administrative Services

*Representatives* Sue Goff, Dean of CTE

<i>Constituent Representatives</i>	Academic Senate	Steven Hixenbaugh, President (absent)
	Classified Senate	Larry Lang, President (absent)
	Management/Supervisory/Confidential	Virginia Guleff, President

*Public Comments* There were no comments from the public.

*Agenda Approval* M/S/C (Haynes/Geck) To approve the agenda as amended. Items 5.1 Superintendent/President Search and 5.2 Resolution 07-12-02 were moved to take place following Trustee Reports.

*Minutes/Approval* M/S/C (Haynes/Geck) To approve the minutes of the regular meeting held on June 6, 2012 as presented.

**CONSENT AGENDA**

M/S/C (Geck/Chaniot) To approve the Consent Agenda as amended. Item 3.2 Part-Time Faculty was removed from the Consent Agenda.

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

**Personnel**

*Employment – Short-Term Employees* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the Short-Term Employees as submitted.

*Employment* Trustee Chaniot requested this be removed from the consent agenda in order

- Part-Time Faculty* recognize and honor the Part-Time Faculty.
- M/S/C (Chaniot/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ the list of Part-Time Faculty as submitted.
- Employment – Professional Experts* \* RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ as Professional Experts, pursuant to Education Code Section 88003, Jen Banks as EMT-Paramedic Program Director, July 1, 2012-August 10, 2012, and Orion Walker as Sustainable Technology Program Coordinator, July 2, 2012-December 31, 2012.
- Reclassification* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify a reclassification for Darletta Fulwider to Administrative Assistant II-Student Services, effective July 1, 2012.
- Promotion – Classified Administrator* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve a one-year Classified Administrator contract for Anastasia Simpson-Logg, Director of Admissions and Records, September 1, 2012-August 31, 2013.
- Promotion - Classified* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the promotion of Tim Todd to Programmer/Analyst Sr., 12 months/year, 40 hours/week, effective July 1, 2012.
- Other Items**
- Fiscal Report – May 31, 2012* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.
- Child Development Center Contracts Resolution 07-12-01* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve Resolution 07-12-01, California Department of Education Contract Numbers CCTR-2151 in the amount of \$107,242, and CSPP-2279 in the amount of \$132,868.
- Contracts and Agreements – Quarterly Ratification* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the contracts and agreements as submitted.
- Donation of Automobile* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the 1994 Subaru donated by Alan Sunbeam.
- Sale of Surplus Property* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby authorize the sale of the surplus property as submitted and further authorizes staff to dispose of property with an insufficient value to defray the costs of arranging a sale in a manner consistent with the College’s commitment to recycling.

**ACTION ITEMS**

- Superintendent/* M/S/C (Chaniot/Geck) RESOLVED, That the Mendocino-Lake Community  
*Board of Trustees Minutes, July 11, 2012*

*President Search –  
Job Description  
and Job  
Announcement* – College District Board of Trustees does hereby approve the job description for the Superintendent/President as revised at the meeting.

M/S/C (Tomkins/Clark) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the job announcement for Superintendent/President as submitted.

The Board discussed that it is their desire that a Superintendent/President be committed to involvement in this community by becoming part of this community and requested that Karen Chaty and the Consultants explore ways to express this to potential candidates.

*Resolution  
07-12-02  
regarding “The  
Stop Special  
Interest Money  
Now Act”* M/S/C (Eriksen/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby postpone action on Resolution 07-12-02 until a later meeting.

Yes – Trustees Eriksen, Chaniot  
No – Trustees Geck, Haynes, Tomkins, and Clark  
The motion failed.

Board President Clark proposed that in the light of the fact that this agenda item is of a political nature, each Board member have an opportunity speak to the issue and following that a vote will be taken without further discussion. All Board members agreed.

M/S/C (Haynes/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 07-12-02 and direct the Superintendent/President to forward this resolution to each California community college district and the CCCT Board.

Yes- Trustees Haynes and Tomkins  
No – Trustees, Chaniot, Geck, Eriksen, and Clark  
The motion failed.

### **INFORMATIONAL REPORTS**

*President’s Report* A written report was submitted by Superintendent/President Darnell. The following was offered in addition:

- A list of actions taken by the Accrediting Commission was shared with Trustees.

*Education and  
Student Services  
Report* A written report was submitted by Deans Rawitsch, Guleff, and Goff. The following was offered in addition:

- In the absence of a Vice President, Superintendent/President Darnell has asked that the Deans rotate in representing the Education and Student Services office at the Board meetings.

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

*Measure W  
Bond Report* A written report was submitted by Larry Perryman, Vice President of Administrative Services.

*Mendocino College Foundation, Inc.* No written report was submitted. Superintendent/President Darnell gave the following oral report:

- The Gala has grossed approximately \$75,000 with 335 attendees.
- A general appeal letter has been sent out with a good response.
- A Tour of the Library/Learning Center is scheduled for for July 24<sup>th</sup> and Board members are invited to participate.

*Constituents Report* No written report was submitted. Dean Guleff, President of the M/S/C group, reported that with the Deans doing a rotation in leadership at the Board meetings, Vice President of M/S/C group, Karen Christopherson, will be attending some Board meetings representing the M/S/C group.

*Health Benefits Report* A written report on the Health Benefits Fund was submitted as information.

*Trustee Reports* **TRUSTEE COMMUNICATION**  
A written report was submitted by Trustees Eriksen, and Haynes. An oral report were given by Trustees Eriksen, and Chaniot. Trustee Tomkins made a brief report on the Superintendent/President Search committee and commended Karen Chaty, the staff, and the consultants for their work.

*Board Activities and Significant Events 2011-12* A written report was submitted by Board President Clark.

*Change of Board Meeting Dates* M/S/C (Chaniot/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby change the date of the August Board meeting from Wednesday, August 1, 2012 to Thursday, August 2, 2012.

M/S/C (Haynes/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby change the date of the fall workshop from Wednesday, August 29, 2012 to Saturday, September 15, 2012.

*Future Agenda Items* A list of previously requested items for future agendas was submitted as information.

**CLOSED SESSION**  
Board President Clark announced that Closed Session will not be held.

**ADJOURNMENT** M/S/C (Tomkins/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 6:32 PM.

Submitted by:

D. Roe Darnell, Superintendent/President  
Secretary, Board of Trustees