

**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, June 6, 2012, Mendocino College, Lake Center, 1005 Parallel Drive, Lakeport, 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	absent
	Trustee	Joan M. Eriksen	present
	Trustee	Janet Chaniot	present
	Trustee	Dave Geck	absent
	Student Trustee	Jennifer Evans	present

Secretary D. Roe Darnell, Superintendent/President

Support Staff Gwen Chapman, Executive Assistant II Superintendent/President

Staff Representatives Meridith Randall, Vice President of Education and Student Services
Larry Perryman, Vice President of Administrative Services

<i>Constituent Representatives</i>	Academic Senate	John Koetzner, President - absent
	Classified Senate	Larry Lang, President
	Management/Supervisory/Confidentia	Sue Goff, President

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Public Comments

- Foundation Member Wilda Shock advised the Board of an event that was cancelled.
- Faculty member Phil Warf introduced himself as the incoming President of the faculty union.
- Former student Ning Yang (Jenny) advised the Board that she is the student representative on the Board of Governors.

Agenda Approval M/S/C (Ubelhart/Tomkins) To approve the agenda as presented.

Minutes/Approval M/S/C (Ubelhart/Chaniot) To approve the minutes of the regular meeting held on May 2, 2012 as presented.

CONSENT AGENDA

M/S/C (Ubelhart/Tomkins) To approve the Consent Agenda as presented.

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 Part-Time Faculty *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ the list of Summer Session Faculty, 2012 as submitted.

<i>Volunteers</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as submitted.
<i>Leave of Absence</i>	* RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve a 0.20 FTE unpaid leave of absence for Rhea Hollis for 2012-13.
<i>Faculty Contract – Categorically-Funded</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve a temporary, non-tenure track, categorically – funded, full-time faculty contract (EC 87470) for Nora Danning, Instructor-Nursing for 2012-13.
<i>Employment – Educational Administrator</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve an Educational Administrator Contract, per EC 72411(a), for Michael Mari, Director of Student Life and Athletics for 7/1/12-6/30/13.
<i>Employment – Tenure-Track Faculty</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Jordan Anderson, Instructor-Chemistry, effective 8/17/12, and Guillermo Garcia, Counselor (with an emphasis on Native American support), effective 7/1/12.
<i>Reclassification</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the reclassification for Ginger Bushway, Nursing Program support Specialist effective 7/1/12.
<i>2011-12 Tentative Agreement MCFT</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the 2011-12 Tentative Agreement between the District and Mendocino College Federation of Teachers (MCFT).
<i>Employment- Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Nick Rhoades as Laboratory Technician-Automotive Technology, 10 months/year, 20 hours/week, effective August 15, 2012.
<i>Amended Contract – Professional Expert</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Orion Walker as Sustainable Technology Program Coordinator, September 1, 2011, through June 30, 2012 (extended from May 31, 2012 in previous contract).
	<u>Other Items</u>
<i>Fiscal Report – April 30, 2012</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.
<i>2012-13 Catalog</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2012-13 Mendocino College Catalog.
<i>Five-Year Capital Outlay Plan, 2014-2018</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby the District Order of Priorities for the 2014-2018 Five-Year Capital construction Plan as presented.
<i>CalSTRS 403(b) Plan Compliance Resolution 06-12-12</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 06-12-01 to provide through CasSTRS 403(b) Comply an employer-paid 403(b) for Interim Superintendent/President effective June 1, 2012.

Lowery Student Center – Award Bid *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby award the contract for the construction of the Lowery Student Center building to Midstate Construction in the amount of \$2,966,000.

ACTION ITEMS

2012/13 Tentative Budgets M/S/C (Tomkins/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2012-13 proposed Tentative Budgets as submitted and show on attachments A-J.

Vice President Perryman reviewed the budget and commented that unused funds from this fiscal year are not included in this budget. Staff are planning internally for the possibility of the tax initiative not passing and budgeting for the tax initiative to pass. Also discussed:

- There is no COLA and no growth revenue included.
- The Health fund is budgeted at the same level as last year.
- Still backfilling the cut in categorical funds.
- The possible impact to the target FTES when enrollment fees are increased.
- GASB 45 – we are not yet required to fund the full amount.

Library/Learning Center – Change Order No. 18 M/S/C (Ubelhart/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify Change Order No. 18 for the Library/Learning Center project to Midstate Construction in the amount of \$16,635.

Lake County Center – Change Order No. 5 M/S/C (Ubelhart/Chanot) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify Change Order No. 3 for the Lake County Center project to Wright Contracting in the amount of <\$65,565>.

INFORMATIONAL REPORTS

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

- An article on the 50% Law was shared with Trustees.
- An organizational chart for the interim period was shared with Trustees. This chart shows the duties of the Vice President as they were distributed to the Deans.
- Superintendent/President Darnell gave an update on work being done on the redistricting of Trustee areas.

Education and Student Services Report A written report was submitted by Meridith Randall, Vice President of Education and Student Services.

CTE Program Advisory Committee Summary for 2011-12 A written report was submitted by Dean Goff on the activities of the College Career and Technical Education program Advisory Committees.

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.*

A written report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation.

*Constituents
Report*

A written report was submitted by Academic Senate President John Koetzner. The following was offered in addition:

- Larry Lang reported on the Classified Senate elections. He will continue as President and Nancy Heth will serve as Vice President.
- Sue Goff reported for Management/Supervisory/Confidential group that Virginia Guleff will serve as President and Karen Christopherson as Vice President.

*Health Benefits
Report*

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

*Superintendent/
President
Search Process*

PRESENTATION – TIME CERTAIN ITEM 5:30 PM

Dr. Robert Griffin and Dr. Guy Lease of Professional Personnel Leasing (PPL) gave a presentation on the search process for Superintendent/President.

They introduced themselves and gave their personal backgrounds and the background of PPL. They reviewed all of the areas that PPL will offer support in the process for getting a new Superintendent/President at Mendocino College.

Trustee Reports

TRUSTEE COMMUNICATION

A written report was submitted by Trustees Eriksen, Chaniot, and Student Trustee Evans. An oral report were given by Trustees Ubelhart, Chaniot, Tomkins, and Student Trustee Evans.

*Appointment of
Trustee to the
Search Committee*

Board President Clark appointed Trustee Tomkins to serve as the non-voting observer on the Superintendent/President Search Committee.

*Future Agenda
Items*

- The Superintendent/President recruitment brochure will come to Board for approval at the July meeting.

CLOSED SESSION

Trustees adjourned to Closed Session at 6:43 PM.

Board President Clark announced that Item 9.4 Collective Bargaining will not be discussed and that no action will be taken.

ADJOURNMENT

M/S/C (Chaniot/Clark) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 7:16 PM.

Submitted by:

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