

**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, May 2 2012, Mendocino College, 1000 Hensley Creek Road, Ukiah, CA.

GENERAL MATTERS

Call To Order Trustee Ubelhart, Board Vice President, called the meeting to order at 5:03 PM.

<i>Board Members</i>	President	Joel Clark	present	arrived at 5:40 PM
	Vice President	Paul Ubelhart	present	
	Clerk	John Tomkins	present	
	Trustee	Edward Haynes	present	
	Trustee	Joan M. Eriksen	present	
	Trustee	Janet Chaniot	present	
	Trustee	Dave Geck	present	
	Student Trustee	Jennifer Evans	present	

Secretary Kathy Lehner, 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
	Classified Senate	Larry Lang, President
	Management/Supervisory/Confidential	Sue Goff, President

Public Comments John Koetzner, President of Academic Senate, spoke to the Board regarding a resolution by the Academic Senate about the Point Arena property. He presented the Board with a copy of the resolution and asked that the Board delay decisions to allow for discussion with the Academic Senate.

Agenda Approval M/S/C (Haynes/Tomkins) To approve the agenda as amended. Item 3.3 Volunteers was removed from the agenda.

Minutes/Approval M/S/C (Chaniot/Haynes) To approve the minutes of the special meeting held on March 28, 2012 and the special and regular meetings held on April 4, 2012

RECOGNITION

Tenured faculty members Tascha Whetzel and Sarah Walsh were recognized by the Board and spoke briefly about their programs.

Retiring faculty member Susan Janssen was recognized by the Board but was unable to attend the meeting.

CLOSED SESSION

The Board adjourned to Closed Session at 5:17 PM. Board Vice President

Ubelhart announced that all items listed on the agenda will be discussed. Any discussion not completed in the time allotted will be continued at the end of the meeting.

The Board returned to Open Session at 5:40 PM. Trustee Ubelhart announced that no action was taken in Closed Session and that all items in Closed Session will be continued until the end of the meeting.

M/S/C (Tomkins/Haynes) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby amend the agenda to move Item 5.4 Superintendent/President Search to follow Closed Session which will be continued to the end of the meeting.

Trustee Clark arrived at the end of Closed Session.

CONSENT AGENDA

M/S/C (Chaniot/Geck) To approve the Consent Agenda as submitted.

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 –
Summer Session
Faculty*

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

*District
Collective
Bargaining
Reopeners,
MLCCCBU
2012-13*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby present the initial 2012-13 collective bargaining proposal to the Mendocino-Lake Community College Classified Bargaining Unit (MLCCCBU); directs the Superintendent/President to receive public comments on this proposal for the next 10 days; and directs its representatives to begin negotiations after that time.

*Resignation – Vice
President of
Education and
Student Services*

* RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation of Meridith Randall, Vice-President of Education and Student Services, effective June 15, 2012.

*Employment –
Classified*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Amy Alvarez as a categorically-funded Financial Aid Technician, 12 months/year, 40 hours/week, effective May 29, 2012.

Other Items

*Fiscal Report –
March, 2012*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.

*Quarterly Fiscal
Status Report –*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the quarterly fiscal status report as submitted.

AB 2910

Student Trustee Privileges *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby maintain the Student Trustee Privileges as submitted.

New Certificates *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the new certificates in Sustainable Technology Entrepreneurship, Business Entrepreneurship, and Business Retail Management.

Citizens' Bond Oversight Committee Membership *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby appoint Tami Bartlomei, Al Beltrami, and Matt Cockerton to a second term on the Citizens' Bond Oversight Committee.

District Energy Savings Projects to Replace Boilers *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the contract for the replacement of five boilers for energy project upgrades to Intercounty Mechanical & Electrical, Inc. in the amount of \$407,674.

North County Center - Authorization to go to Bid *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby authorize staff to go to bid on the North County Center.

ACTION ITEMS

Resolution 05-12-01 Honoring Kathy Lehner All Board members took turns reading the Resolution in honor of outgoing Superintendent/President Lehner.

M/S/C (Chaniot/Clark) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 05-12-01 in honor of Superintendent/President Lehner's service to Mendocino College.

Employment – Interim Superintendent/President M/S/C (Geck/Clark) RESOLVED, That the Mendocino-Lake Community College Board of Trustees hereby recommends an employment contract for D. Roe Darnell, Interim Superintendent/President, 5/3/12 through 1/31/13, based on the salary of the prior Superintendent/President, with terms and conditions as stated in the contract, copies of which are available from Human Resources upon request.

Signature Authorization Roe Darnell M/S/C (Tomkins/Chaniot) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify adopt Resolution No. 05-12-02 giving signature authorization to Roe Darnell, Interim Superintendent/President from May 3, 2012 until rescinded and does hereby rescind the signature authorization of Kathryn G. Lehner on the same date.

Roll Call Vote: Trustees Tomkins, Geck, Chaniot, Clark, Eriksen, Ubelhart, Haynes – yes

Library/Learning Center – Change Order No. 17 M/S/C (Haynes/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify Change Order No. 16 for the Library/Learning Center project to Midstate Construction in the amount of \$7,397.

Lake County Center – Change Order No. 4 M/S/C (Tomkins/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify Change Order No. 4 for the Lake County Center project to Wright Contracting in the amount of \$17,274.

INFORMATIONAL REPORTS

President’s Report A written report was submitted by Superintendent/President Lehner.

ARCC Report Information on the Accountability Reporting for the California Community Colleges (ARCC) Report was submitted to the Board as part of the Board packet.

Director of Institutional Research, Dr. Charles Duffy, gave a presentation on Mendocino College’s portion of the report. The Board of Trustees and the Superintendent/President discussed the findings in the report.

Education and Student Services Report A written report was submitted by Meridith Randall, Vice President of Education and Student Services. The following was offered in addition:

- Campus activities for the month of May were discussed.
- The Child Development Center received a \$2,500 grant from First 5 Mendocino to help with the final phase of playground renovation for the “Outdoor Classroom.”
- Trustee Haynes, in recognizing Vice President Randall’s resignation, complimented her on her work with the college for the last 12 years and wished her luck in the future.

Administrative Services Report A written report was submitted by Larry Perryman, Vice President of Administrative Services. The following was offered in addition:

- Vice President Perryman responded to questions about Redevelopment funds.

Measure W Bond Report The Quarterly Bond report was submitted by Larry Perryman, Vice President of Administrative Services.

Mendocino College Foundation, Inc. A written report was submitted by Katie Wojcieszak, Executive Director of the Mendocino College Foundation. The following was offered in addition:

- Superintendent/President Lehner reported that the Foundation’s investment income is reduced and support of the College may decrease.

Constituents Report Written reports were submitted by the ASMC and Academic Senate.

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 Trustee Tomkins and Chaniot. Oral reports were given by Trustees Ubelhart, Haynes, Eriksen, Chaniot,

Future Agenda Items

- Prohibition on Political Contributions by Payroll Deduction. Possible resolution for Board to consider for the July meeting.
- Refresher to the Board on historical decisions made by the Bond Implementation Planning Committee (BIPC) regarding redistribution of bond funds.
- A report on Student Athletes.

Presentation

TIME CERTAIN ITEM

A presentation on programs for Veterans was given by Kristie Anderson, Director of Admissions and Records. Anderson reported that only twenty percent of colleges in the nation are considered military friendly and Mendocino College is part of that group. The College will be listed in the GI jobs and career manual for veterans. A veterans resource center is available on campus. There are 79 students the program this year with 12 students graduating.

Point Arena

BIG PICTURE

Presentation on Point Arena Field Station

Superintendent/President Lehner commented that the Point Arena property is an amazing piece of property which has been utilized by Mendocino College science students.

Vice President Perryman began the presentation and discussion by advising the Board that at this time the presentation on Point Arena Field Station is for the Board's information and they are not being asked to take any action at this time. Staff and Faculty members presented information on the status of Point Arena Field Station, the numbers of students who are able to use the property each year, the benefits to students in both biological science and earth science, the use by MESA students, and projected costs for repair and maintenance.

Vice President Perryman discussed the possible options on the property:

- Leave the property "status quo" no changes.
- Maintain the cinder block buildings only and turn them into classrooms. Do not maintain the four residence buildings which will make the property available for day use only.
- Follow the Academic Senate recommendation to use the contingency money from current projects that is left when a project is completed.
- Work with the Trust for Public Lands requesting to get an appraisal on the property and enter into a two-year option for them to buy the property. the two-year option could be rescinded by the District at any time during the option period without penalty. The Bureau of Land Management (BLM)

would own the property and BLM would enter into a long term agreement with the College to use the land.

The College's Point Arena Committee presented a proposal of their own. They proposed the that District provide approximately \$2 million to upgrade the property with a cost of approximately \$50,000 a year to maintain the property.

Vice President Perryman advised the Board that more work needs to be done with broader discussions involving staff and that all options would be considered. This subject will be placed on the agenda at a future meeting.

CLOSED SESSION

The Board adjourned to Closed Session at 8:50 PM.

The Board returned to Open Session at 9:20 PM.

*Superintendent/
President Search*

The Board reviewed how the process had been done in previous Superintendent/President searches. Following discussion a suggestion was made to include a member of the Lake County Friends of Mendocino College.

M/S/C (Chaniot/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby authorizes a contract with Professional Personnel Leasing (PPL) to conduct a search process for Superintendent/President and hereby establishes a Search Committee to assist PPL in this process including:

- Vice-President of Administrative Services, Chair of the Search Committee
- Vice-President of Education and Student Services (when employed)
- 2012-13 President and Vice-President of the Academic Senate
- 2012-13 President and Vice-President of the Classified Senate
- 2012-13 President and Vice-President of M/S/C Group
- ASB President
- Executive Assistant – Superintendent/President
- Representative - Mendocino College Foundation
- Representative - Lake County Friends of Mendocino College
- Trustee appointed by the Board (non-voting observer)
- Director of Human Resources (non-voting coordinator)

ADJOURNMENT

M/S/C (Haynes/Chaniot) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 9:46 PM.

Submitted by:

D. Roe Darnell, Superintendent/President

Secretary, Board of Trustees