

**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 4, 2011, Mendocino College, 1000 Hensley Creek Road, Ukiah, CA.

GENERAL MATTERS

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

<i>Board Members</i>	President	Joel Clark	present
	Vice President	Paul Ubelhart	present
	Clerk	Edward Haynes	present
	Trustee	John Tomkins	present
	Trustee	Joan M. Eriksen	present
	Trustee	Janet Chaniot	present
	Trustee	Dave Geck	absent

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	Cindy Chapman, President

Public Comments Two students from the Theater Department invited the Board to the Dance Festival and spoke briefly about the different varieties of dance and the number of students participating in the Festival.

Katie Wojcieszak, Executive Director of the Mendocino College Foundation, invited the board to the Veterans History Project Reception, Monday, May 16.

Agenda Approval M/S/C (Eriksen/Tomkins) To approve the agenda as amended. Item 9.1 Measure W Bond Report and Review of Bond Projects will be discussed along with the Item 5.1 Selling of General Obligation Bonds. Item 8.1 ARCC Report will be presented as part of the Superintendent/President's report.

Minutes/Approval M/S/C (Tomkins/Haynes) To approve the minutes of the regular meeting held on April 6, 2011 as submitted.

Recognition of Tenured Faculty Recently tenured faculty members Phil Warf and Doug Browe were recognized by the Board. Each spoke briefly about their teaching experience at the College.

Consent Agenda M/S/C (Tomkins/Haynes) 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 presented at the meeting.

Employment – Summer Session Faculty *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ the Summer Session Faculty for 2011 as presented at the meeting.

Volunteers *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the volunteers as submitted.

Employment – Tenure Track Faculty *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ as tenure-track instructors Leslie Banta, Nicholas Petti and Eric Stadnik, effective August 19, 2011.

Other Items

Fiscal Report as of March 21, 2011 *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.

Citizens’ Bond Oversight Committee Membership *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby appoint Wade Koeninger, Richard C. Eschenbach, and Diane L. Clatty to the Citizens Bond Oversight Committee for a first two-year term, July, 2011 – June, 2013.

Modified Degree-Mathematics for Transfer *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the modified Associate of Science degree in Mathematics for Transfer.

Quarterly Fiscal Status Report *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the quarterly fiscal status report as presented.

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

Action Items

Resolution 05-11-01 Authorizing the Issuance of General Obligation Bonds, Series B M/S/C (Tomkins/Chaniot) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 05-11-01 as presented.

Roll Call Vote:
Trustee Tomkins, Chaniot, Eriksen, Ubelhart, Haynes, and Clark - yes

The Big Picture and Review of Superintendent/President Lehner introduced Nic Heuer, bond attorney from Stradling Yocca Carlson & Rauth, and Jim Roth, bond underwriter from Piper

Jaffray & Co, who addressed the Board regarding the issuance of bonds.

Superintendent/President Lehner reported that she and Vice President Perryman and Director of Fiscal Services Eileen Cichocki gave a presentation to Moody's and Standard and Poor's in order for them to assign a bond rating for our District.

Jim Roth briefly discussed the rating agencies and stated that the highest rating is AAA. A rating is assigned to communicate the financial stability of a district and it is expected that our District will receive an A or A+ rating. Information similar to the presentation given to the rating agencies will be presented to a bond insurance company. A bond insurance company guarantees the rating of the bond. It is possible for the District to get a better interest rate with the purchase of bond insurance.

Some of the topics discussed:

- Why the market has changed and why we may not be able to sell all \$37.5M in bonds.
- The tax rate for Mendocino College bonds is limited by Proposition 39 to \$25 per \$100,000 assessed valuation (AV). It is currently \$23 per \$100,000.
- If AV does not grow as expected, the tax rate could potentially increase above \$25 per \$100,000.
- Issuing less than the full \$37.5M would mean that bond projects would need be re-prioritized. This decision will affect the timeline for our building program.

Vice President Perryman reviewed the bond projects as listed in the Quarterly Bond Report with the Board. He reminded the Board that the Bond Implementation Planning Committee (BIPC) makes recommendations on bond projects to the Superintendent/President who in turn brings recommendations to the Board. BIPC will be reviewing the prioritized list of projects. If the entire \$37.5M in bonds are not sold, all projects on the list will not be able to be completed. It may be several years before series C bonds could be sold.

Superintendent/President Lehner advised the Board that going to bid on the Pt. Arena project, which the Board approved at last month's board meeting, has been placed on hold due to the uncertainty of the amount of bonds to be issued. She also mentioned to the Board that they are not being ask at this time to make a decision on the amount of bonds to be sold, but once that decision is made then projects will need to be prioritized. She then asked the Board if they had preferences for prioritizing projects that she could relay to BIPC. Individual Board members made the following comments:

- Finish the Library/Learning Center.
- Build the Willits and Lake Centers. Prepare bids for two alternatives, one for partial and one for full completion.
- Hold off on the remodel of the former library building area into an eating area and student center.
- There is a strong incentive to issue the entire \$37.5M.

M/S/C (Haynes/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the Facilities Master Plan as presented.

Vice President Perryman reminded the Board that this is an ongoing plan and revisions will be made to the document in the same manner as with the Strategic Plan and the Educational Master Plan.

*Board Policies-
New, Revised, and
Deleted*

Following brief discussions, the Board made the following motions:

M/S/C (Chaniot/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the revisions to Policy 213 Participation in Local Decision Making.

M/S/C (Haynes/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the new Policy 510 Catalog Rights.

M/S/C (Haynes/Chaniot) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the revisions to Policy 705 Minimum Qualifications/Equivalency-Educational Administrators.

M/S/C (Chaniot/Haynes) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the deletion of Policy 706 Compensation for Faculty Work Experience Coordinator and Policy 709 Evaluation Process-Management and Confidential Employees.

*Library/Learning
Center Change
Order No. 7*

M/S/C (Tomkins/Haynes) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify Change Order No. 7 for the Library/Learning Center project to Midstate Construction in the amount of \$15,232.

Informational Reports and Presentations to Inform the Board

President's Report

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

- Superintendent/President Lehner has been meeting with the constituent groups about the District budget.

*Accountability
Report for
Community
Colleges*

Dr. Charles Duffy, Director of Institutional Research, gave a PowerPoint presentation to the Board on Mendocino College's statistics in the Accountability Report for Community Colleges (ARCC).

The Board asked questions of Dr. Duffy and discussed the data presented with Duffy, Superintendent/President Lehner, and Vice President Randall.

*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:

- Four MESA students received national science foundation scholarships.
- The ASMC is having a spring festival on May 19.

*Administrative
Services 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 Wojcieszak, Executive Director of the Mendocino College Foundation.

Constituents Report A written report was submitted by John Koetzner, Academic Senate President. Oral reports were given as follows:

- John Koetzner reported that he and Academic Senate Vice President Steve Hixenbaugh met with Dean Guleff to work on a professional development plan for faculty.
- Cindy Chapman reported that Dean Goff will be President and Dean Guleff Vice President of the M/S/C group for 2011-12.

Health Benefits Report A written report was submitted as information.

Trustee Reports **Trustee Communication**
A written report was submitted by Trustee Eriksen. Oral reports were given by Trustees Chaniot, Tomkins, and Eriksen.

Trustees who attended the recent conference will present a written report to be included in the board packet for the next meeting.

Change Date for June Workshop M/S/C (Ubelhart/Eriksen) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees do hereby cancel the Board workshop scheduled to be held on June 4, 2011.

Future Agenda Items There were no proposed future agenda items.

Closed Session
The Board of Trustees adjourned to Closed Session at 8:01 PM. Trustee Clark announced that both items for Closed Session will be discussed and no decisions will be made.

ADJOURNMENT M/S/C (Haynes/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 8:37 PM.

Submitted by:



Kathryn G. Lehner, Superintendent/President
Secretary, Board of Trustees