

**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, November 2, 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	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 (absent)
	Classified Senate	Larry Lang, President
	Management/Supervisory/Confidential	Sue Goff, President

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Public Comments Two students from the Dance Program invited the Board to the upcoming Dance performance.

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

Minutes/Approval M/S/C (Chaniot/Tomkins) To approve the minutes of the regular meeting held on October 12, 2011 as submitted.

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 presented at the meeting.

Volunteers *RESOLVED, That the Mendocino-Lake Community College District Board of

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Trustees does hereby approve the list of volunteers as presented at the meeting.

*Retirement/
Resignation -
Classified*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation of Pat Trenholm, effective December 30, 2011.

*District Response
to MCFT Proposed
Side Letter*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby present the District's response to MCFT; and directs the Superintendent/President to receive public comments for the next ten days; and directs its representatives to begin negotiations after that time.

Other Items

*Fiscal Report –
September 30,
2011*

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

*Quarterly Fiscal
Status Report –
September 30,
2011*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the Quarterly Fiscal Status Reports – AB 2910 as submitted.

*2011-12 Advisory
Committees-
DRC and EOPS*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby appoint the community members as listed for the Disability Resource Center and Extended Opportunity Programs and Services Advisory Committees.

*Donation of
Automobile*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the automobile donated to Mendocino College by Mike Dwyer.

ACTION ITEMS

*Library/Learning
Center – Change
Order No. 12*

Mike Adams responded to questions from Board members about specific items on the Change Order.

M/S/C (Tomkins/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify Change Order No. 12 for the Library/Learning Center project to Midstate Construction in the amount of \$15,894.

Trustee Haynes voted “no.”

INFORMATIONAL REPORTS

President's Report

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

- Monday, November 7, the Northern California Community College CEOs will be meeting at Mendocino College.
- Superintendent/President Lehner thanked Trustees for their involvement in the recent planning retreats.
- Superintendent/President Lehner reported that serving as chair of the Accreditation team for Solano College gave her insights that will be helpful for Mendocino College's next accreditation visit.
- The Board further discussed the continuing challenges of class scheduling.

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They discussed how to respond to public comments made about reductions in class scheduling. The Board does not want to micromanage by being involved in areas that are not in their purview such as curriculum or the day to day work of staff in developing the schedule of classes. While the Board fosters an atmosphere of free speech, they don't want to encourage anyone who is concerned about a program to bypass the process by coming to the Board asking for special consideration.

- Superintendent/President Lehner gave further information to the Board on the Alert U system.

Education and Student Services Report

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

Distance Education Report

A written report was submitted by Meridith Randall and Vivian Varela, Distance Education Coordinator.

Administrative Services Report

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

Measure W Bond Report

The Measure W 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.

Constituents Report

Written reports were submitted by the Management/Supervisory/Confidential Group and the Academic Senate.

Health Benefits Report

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

TLCD Architecture

PRESENTATION – TIME CERTAIN ITEM 6:00 PM

Brian Wright of TLCD Architecture gave a PowerPoint presentation on the new Willits Center project which included preliminary plans and a timeline for completion.

Trustee Reports

TRUSTEE COMMUNICATION

A written report was submitted by Trustee Eriksen, Chaniot and Student Trustee Evans.

Trustee Participation in the Adopt-A-5th Grader Program

M/S/C (Eriksen/Chaniot) RESOLVED, That the Board of Trustees of the Mendocino-Lake Community College District does hereby make a commitment to participate in the Adopt-A-5th Grader program with a total donation of \$700.

Student Survey

“THE BIG PICTURE”

Director of Institutional Research, Dr. Charles Duffy, gave a PowerPoint

presentation on the Student Survey he conducted in the spring of 2011.

*Future Agenda
Items*

Trustees offered the following topics as future agenda items:

- Mendocino College Business/Entrepreneurship programs, as related to Economic Development.
- Sustainable Technology certificates.

CLOSED SESSION

Trustees adjourned to Closed Session at 7:34 PM. Board President Clark announced that only item 10.2 Collective Bargaining will be discussed and no action will be taken.

ADJOURNMENT

M/S/C (Haynes/Eriksen) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 8:35 PM.

Submitted by:

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