

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
MINUTES OF THE BOARD OF TRUSTEES STUDY SESSION**

A study session of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, February 28, 2018 at Mendocino College 1000 Hensley Creek Road, Ukiah, California.

GENERAL MATTERS

Call To Order Trustee Geck, Board President, called the study session to order at 9:05 am.

<i>Board Members</i>	President	Dave Geck	present
	Vice President	Marie L. Myers	present
	Clerk	Robert Jason Pinoli	present
	Trustee	Paul Ubelhart	absent
	Trustee	Edward Haynes	present
	Trustee	Janet Chaniot	present
	Trustee	John Tomkins	absent
	Student Trustee	Nadine Goebel	absent

Secretary Arturo Reyes, Superintendent/President

Support Staff Mary Lamb, Executive Assistant II to Superintendent/President

*Staff
Representatives* Eileen Cichocki, Assistant Superintendent/President, Vice President of
Administrative Services
Ulises Velasco, Vice President of Student Services

Agenda Approval M/S (Myers/Pinoli) to approve the agenda as presented. The matter was approved via the following vote:

Ayes	Haynes, Geck, Chaniot, Myers and Pinoli
Noes	None
Abstentions	None
Absent	Tomkins, Ubelhart

Public Comment • There were no comments from members of the public.

STUDY SESSION

*Information
Technology – Data
Security* **Karen Christopherson, Director of Information Technology:**
Director Christopherson presented information to the members of the board regarding cyber security at Mendocino College. Included was information regarding three key areas: Prevention, Detection and Liability.

*Program Creation
and Assessment* **Rebecca Montes, Dean of Instruction on behalf of Debra Polak, Interim Vice President of Academic Affairs:**
Dean Montes presented information on the Guidelines for Program Management. During her presentation, she shared a copy of an actual program which has been through the process, was approved and is now in the queue for future certificate offerings.

She also provided information regarding the program evaluation process and how the health of programs is reviewed on an individual program basis.

Strategic Planning

Mindy Craig – BluePoint Planning Consultant:

Ms. Craig presented information to the board members from the various focused Strategic Planning workshop meetings.

During her presentation, she shared some broad areas which were present in many of the workgroup sessions. These areas would be:

- Student Learning and Support
- Student Equity
- College Culture
- Community Relations

Under these headings, she found several themes that seemed to resonate throughout the workgroups. Included in these themes would be:

- Committed to Learning
- Adaptive to Change
- Gateway to Opportunity
- Dedicated to Community
- Home to Diversity

Trustee Haynes shared he felt there should be an additional bullet point added to identify the challenges and struggles of business owners. This could possibly be something such as “Building Economic Opportunity”.

Discussion regarding the four key areas focused on recognizing our connections in the community the communities we serve and how we can garner their support for our students and their success.

The next steps in the process should include:

- Sharing of the Strategic Plan broadly, internally and externally
- Prioritizing the goals and strategies
- Developing an implementation plan
- Integration with other college plans
- Setting of annual and five-year metrics and establishment of timeline for completion
- Work on accomplishing goals and assessing those goals annually

When questioned about whether or not we should be including a goal to bolster fiscal stability or enrollment, it was determined it could be added as an overarching objective of all the goals.

*Adjournment –
Time Certain 12:00
PM*

M/S (Myers/Chaniot) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the study session at 11:50 am.

Ayes	Haynes, Chaniot, Geck, Myers and Pinoli
Noes	None
Abstentions	None

Absent Tomkins and Ubelhart

Submitted by:
Arturo Reyes, Superintendent/President
Secretary, Board of Trustees