

**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, April 11, 2018 at Mendocino College, 372 Commercial Street, Willits, California.

GENERAL MATTERS

Call To Order & Pledge of Allegiance Trustee Geck, Board President, called the meeting to order at 4:03 PM which was followed by the Pledge of Allegiance led by Trustee Chaniot.

<i>Board Members</i>	President	Dave Geck	present
	Vice President	Marie L. Myers	present
	Clerk	Robert Jason Pinoli	present – departed at 4:50 pm
	Trustee	Paul Ubelhart	present
	Trustee	Edward Haynes	present
	Trustee	Janet Chaniot	present
	Trustee	John Tomkins	present
	Student Trustee	Nadine Goebel	absent

Secretary Arturo Reyes, Superintendent/President

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

Staff Representatives Debra Polak, Interim Vice President of Academic Affairs (present)
Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services (present)
Ulises Velasco, Vice President of Student Services (present)
Sabrina Meyer, Director of Human Resources (present)

<i>Constituent Representatives</i>	Academic Senate	Jason Edington, President (absent)
	Classified Senate	Chris Olson, President (present)
	Management/Supervisory/Confidential	Matthew Gordon, President (present)

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

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

Minutes Approval M/S (Chaniot/Ubelhart) to approve the minutes of the regular Board meeting held on March 14, 2018 as presented. The matter was approved with the following vote:

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

Abstentions None
Absent None

*Public Comments
on Closed Session
Items*

- There were no comments from the public on the closed session items.

CLOSED SESSION

The Board adjourned to Closed Session at 4:13 PM with Board President Geck stating items 2.1, 2.2, 2.3 and 2.4 will be discussed in closed session.

OPEN SESSION

*Report of Action
Taken in Closed
Session*

The Board returned to open session at 5:30 PM with Board President Geck reporting no action taken in closed session.

*Public Comments –
Time Certain – 5:30
PM*

- Eryn Schoen-Brunner addressed the board regarding the upcoming Spring Dance Festival. She was joined by a student who will be participating in the event.

Recess

President Geck called to a recess at 5:35 to recognize the new Vice President of Academic Affairs.

Return to Open
Session

Board President Geck called the meeting back to order at 5:45 PM.

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Reyes.

In addition to the information provided in his report, Superintendent/President Reyes informed the board once the climate survey report from Ruffalo, Noel Levitz has been delivered to the college, the board will be presented with the information at their next meeting. He will also check to see if a representative from Ruffalo, Noel Levitz will be presenting the information to the board.

Additionally, he recognized Interim Vice President Polak whom the board will be asked to approve for a permanent Vice President role later in the agenda.

CONSENT AGENDA

M/S (Tomkins/Ubelhart) Board of Trustees does hereby approve the Consent Agenda as presented. The consent agenda was approved with the following vote:

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

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 employment of the short-term employees as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.
- Employment – Part-Time Faculty* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve employment of the Part-Time Faculty for the Spring 2018 semester as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.
- Volunteers* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as submitted and presented at the meeting.
- Resignation/Retirement - Classified* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the resignation of Elizabeth Susan Orozco, Alternative Media/Assistive Technology Technician effective June 30, 2018.
- Resignation - Faculty* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the resignation of Daniela Azuela, Counselor-HSI, effective June 21, 2018 and Tiffinny Drake, Instructor-Nursing, effective May 25, 2018.
- Employment – Classified* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Cindy Gunter, Food Service Worker, effective April 12, 2018 and Kevin Crook, Groundskeeper, effective April 16, 2018 as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.
- Employment – Tenure-Track Faculty* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Nicholas Wright as a full-time, tenure-track Counselor/Coordinator DSPS, effective April 12, 2018 pending receipt of all necessary employment eligibility requirements.
- Employment – Educational Administrator* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve an Educational Administrator contract for Debra Polak, Vice President of Academic Affairs effective April 12, 2018 through June 30, 2019 as submitted and presented.
- Correction – Faculty Contract* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the correction to the second year of a two-year contract for Casey Terrill, Mathematics and the addition of a second year of a two-year contract for Alicia Mendoza, Counselor as submitted and presented.
- Mendocino-Lake Community College Classified Bargaining* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the 2017-2018 Tentative Agreement between the Mendocino-Lake Community College District and the Mendocino-Lake Community College Classified Bargaining Unit/SEIU (MLCCCBU) Local

*Unit/SEIU
(MLCCBU) Local
1021, 2017-2018
Tentative
Agreement*

1021.

*Mendocino-Lake
Community College
Classified
Bargaining
Unit/SEIU
(MLCCCBU) Local
1021, 2018-19
Reopeners
Mendocino College
Federation of
Teachers
(MCFT/AFT),
2019-2020
Reopeners*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2018-19 collective bargaining proposal from the Mendocino-Lake Community College Classified Bargaining Unit (MLCCCBU) and directs the Superintendent/President to receive related public comments prior to the May Board meeting.

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2019-20 collective bargaining proposal from the Mendocino College Federation of Teachers (MCFT) and directs the Superintendent/President to receive related public comments prior to the May Board meeting.

*Mendocino Part-
Time Faculty
Association, 2018-
19 Reopeners for
Successor Contract
Negotiations*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2018-19 collective bargaining proposal from the Mendocino Part-Time Faculty Association (MPFA) and directs the Superintendent/President to receive public comments on this proposal prior to the May Board meeting.

*Mendocino-Lake
Community College
District Successor
Agreement
Reopeners to
Mendocino-Lake
Community College
Classified
Bargaining
Unit/SEIU, Local
1021 (MLCCCBU),
2018-2019*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby present the District's initial 2018-19 collective bargaining proposal to the Mendocino-Lake Community College Collective Bargaining Unit/SEIU, Local 1021 and directs the Superintendent/President to receive related public comments prior to the May Board meeting.

*Mendocino-Lake
Community College
District Reopeners
to Mendocino
College Federation
of Teachers
(MCFT/AFT),
2019-2020*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby present the District's initial 2019-20 collective bargaining proposal to Mendocino College Federation of Teachers (MCFT); and directs the Superintendent/President to receive related public comments prior to the May Board meeting.

*Mendocino-Lake
Community College
District Successor
Agreement
Reopens to
Mendocino Part-
Time Faculty
Association
(MPFA), 2018-2019*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby present the District's initial 2018-19 collective bargaining proposal to Mendocino Part-Time Faculty Association (MPFA); and directs the Superintendent/President to receive related public comments prior to the May Board meeting.

*Fiscal Report as of
February 28, 2018*

Other Items

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

*2017-2018 April
Revised Budget*

ACTION ITEMS

After reviewing the information provided and ensuing discussion, the following action was taken:

M/S (Myers/Ubelhart) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt the proposed 2017/2018 April Revised Budget as presented and shown on Attachments A-1 through I. The motion was approved with the following vote:

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

*Awarding of Audit
Contract for Fiscal
Year Ending June
30, 2018*

After reviewing the information provided, the following action was taken:

M/S (Chaniot/Myers) that the Board of Trustees of the Mendocino-Lake Community College District does hereby award the audit contract for the fiscal year ending June 30, 2018 at a not-to-exceed price of \$33,960/District and \$7,810/Foundation to the Certified Public Accounting firm Cossolias, Wilson, Dominguez, Leavitt (CWDL) as presented.

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

*Contracts and
Agreements –
Quarterly
Ratification*

After reviewing the information provided, the following action was taken:

M/S (Myers/Ubelhart) that the Board of Trustees of the Mendocino-Lake Community College District does hereby ratify the contracts and agreements as provided on the compilation submitted as presented. The motion was approved with the following vote:

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

Absent Pinoli

Specifications of Election Order and Request for Consolidation – Resolution 04-18-01

After reviewing the information and a brief discussion, the board took the following action:

M/S (Myers/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt resolution 04-18-01 requesting election consolidation as presented with the following vote:

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

Classified Professionals Week – Resolution 04-18-02

After reviewing the information provided, the following action was taken:

M/S (Myers/Ubelhart) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt Resolution No. 04-18-02 in honor of Classified Professionals Week. The motion was approved with the following vote:

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

Big Picture Items

Director of Facilities Lojowsky presented information on the campus sustainability project currently underway on the college campuses.

Vice President Polak made a brief presentation highlighting some of the classes and activities occurring through and in conjunction with the North County Center.

INFORMATIONAL REPORTS

Campus Safety and Security

An informational report on campus safety and security was submitted by Assistant Superintendent/President Cichocki and Facilities Director Lojowsky.

Mendocino College Foundation, Inc.

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

Constituents Group Reports

Classified Senate

An oral report was made by Classified Senate President Chris Olson.

Management/Supervisory/Confidential

A written report was submitted by Management/Supervisory/Confidential President Matthew Gordon.

Student Housing

An update on the current status of student housing was provided by Superintendent/President Reyes.

Board members shared their thoughts on the direction they see the project taking as we move forward.

TRUSTEE COMMUNICATION

Trustee Reports

A written report was submitted by both Trustee Chaniot and Trustee Haynes.

Other Trustees commented orally on their recent college-related activities.

Future Agenda Items

New agenda item considerations approved by members of the board include:

- Armed security officer discussion

Adjournment

M/S (Chaniot/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 8:12 PM.

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

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