

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, December 14, 2016 at Mendocino College 1000 Hensley Creek Road, Ukiah, California.

GENERAL MATTERS

Call To Order/Pledge of Allegiance Trustee Tomkins, Board President, called the meeting to order at 4:01 pm which was followed by the Pledge of Allegiance led by Trustee Geck.

Board Members

President	John Tomkins	present
Vice President	Dave Geck	present
Clerk	Marie L. Myers	present
Trustee	Paul Ubelhart	present
Trustee	Edward Haynes	present
Trustee	Janet Chaniot	present
Trustee	Robert Jason Pinoli	present
Student Trustee	Liana Edington	present (arrived at 5:30pm)

Secretary Arturo Reyes, Superintendent/President

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

Staff Representatives Debra Polak, Interim Vice President of Education & Student Services (present)
Eileen Cichocki, Vice President of Administrative Services (present)

Constituent Representatives

Academic Senate	Jason Edington, President (present)
Classified Senate	Lois O'Rourke, President (present)
Management/Supervisory/Confidential	Katie Fairbairn, President (present)

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

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

Minutes/Approval M/S (Ubelhart/Myers) to approve the minutes of the regular meeting held on November 9, 2016 as presented. The matter was approved with the following vote:

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

CLOSED SESSION

The Board adjourned to Closed Session at 4:03 PM. Board President Tomkins announced the Board will be discussing Items 2.2, 2.3 and 2.4 in closed session.

OPEN SESSION

The Board returned to open session at 5:36 PM with Board President Tomkins reporting no action taken on the items discussed in closed session.

*Report of Action
Taken in Closed
Session*

Public Comments

- Victoria Golden and Barry Vogel each addressed the Board regarding the college football program and their concerns regarding the students participating in the program.
- Leslie Banta addressed the board regarding the resolution in support of all students before the board tonight for their consideration.
- John Koetzner addressed the board regarding his perception of the campus climate and thanked them for the 13.5 years he has worked at the college.
- Cindy Chapman addressed the board regarding her experience as a college employee and how happy and grateful she is to be employed at the college.

ANNUAL ORGANIZATIONAL MEETING

Election of Officers

The order of election was for the offices of President, Vice President and Clerk. The floor was opened for nominations for the 2017 year followed by the following motions and voting:

M/S (Chaniot/Ubelhart) to elect Trustee Geck as President of the Board of Trustees for the 2017 year. The matter was approved with the following vote:

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

Trustee Geck assumed his role as Board President.

M/S (Chaniot/Ubelhart) to elect Trustee Myers as Vice President of the Board of Trustees for the 2017 year. The matter was approved with the following vote:

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

M/S (Myers/Ubelhart) to elect Trustee Pinoli as Clerk of the Board of Trustees for the 2017 year. The matter was approved with the following vote:

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

Abstentions None
Absent None

2017 Meeting Dates and Times The proposed meeting dates for 2017 were presented as follows:

January 11	February 8	March 8
April 5	May 10	June 14
July – no meeting	August 9	September 13
October 11	November 8	December 13

The March meeting would be held at the North County Center, the June meeting at the Lake Center and the August meeting at the Coast Center.

M/S (Ubelhart/Haynes) to approve the 2017 dates as presented and discussed. The motion was approved with the following vote:

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

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Reyes. The following items were offered in addition:

- Superintendent/President Reyes met today with representatives from the Dharma Realm Buddhist University regarding future collaborations.
- We are diligently working to establish our Middle College and are looking to have everything needed in place by February 2017 for an August 2017 start date.
- Trustee Haynes requested a recap of the expenses and estimates for the appendices located in the Facilities Master Plan 2016-2020 document for the Mendocino College Coastal Field Station. He also requested information on when the marine protection areas offshore became effective.

CONSENT AGENDA

M/S (Tomkins/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Consent Agenda as presented. The consent agenda was approved with the following vote:

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

Items with an asterisk * were approved by one motion as the Consent Agenda.

Personnel

Employment – Short-Term

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the short-term employees as

- Employees* submitted and presented at the meeting.
- Part-Time Faculty* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the employment of the part-time faculty for the spring 2017 as presented at the meeting.
- Employment – Classified* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Nicolaj Murray as a Maintenance Technician, 12 months/year, 40 hours/week, effective January 3, 2017 as presented at the meeting.
- Classified Reclassification* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the change in salary range for the Center Assistant classification effective January 1, 2017 as presented at the meeting.
- Resignation/Retirement* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the resignation of John Koetzner effective December 31, 2016 as presented at the meeting.
- Resignation* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the resignation of Kate Veno effective November 30, 2016 as presented at the meeting.
- Other Items**
- Fiscal Report as of October 31, 2016* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.
- Donations* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donations by Allen Cooperrider and Leanna Henderson as presented.

ACTION ITEMS

- 2015-2016 Audit Report* After reviewing the information provided, the following action was taken:
- M/S (Chaniot/Pinoli) that the Board of Trustees of the Mendocino-Lake Community College District does hereby accept the 2015-2016 Audit Report as presented. The motion was approved with the following vote:
- | | |
|-------------|--|
| Ayes | Tomkins, Haynes, Geck, Chaniot, Ubelhart, Myers and Pinoli |
| Noes | None |
| Abstentions | None |
| Absent | None |
- Rescheduling of Governing Board Elections from Odd-Numbered Years to Even-Numbered Years – Resolution 12-16-01* After reviewing the information provided, the following action was taken:
- M/S (Haynes/Ubelhart) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt Resolution 12-16-01 to change the Governing Board election years from odd-numbered to even-numbered years as presented. The motion was approved with the following vote:

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

Accreditation Substantive Change proposal – Mendocino Coast Center

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

M/S (Chaniot/Tomkins) that the Board of Trustees of the Mendocino-Lake Community College District does hereby approve the Accreditation Substantive Change proposal for the Mendocino Coast Center as presented. The motion was approved with the following vote:

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

Mendocino College Resolution in Support of All Students, Including Undocumented and Documented Immigrant Students – Resolution 12-16-02

After reviewing the information provided and discussion among the members of the board regarding the content of the resolution, the following action was taken:

M/S (Ubelhart/Tomkins) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt Resolution 12-16-02 in support of all students, including undocumented and documented immigrant students as amended. The motion was approved with the following vote:

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

Renaming of the Mendocino Coast Center, Fine Woodworking Program and Mendocino Coast Herbarium

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

M/S (Haynes/Pinoli) that the Board of Trustees of the Mendocino-Lake Community College District does hereby approve the name changes of the Mendocino Coast Education Center, the Fine Woodworking Program, the building where the Fine Woodworking Program is housed and the Mendocino Coast Center Herbarium as presented. The motion was approved with the following vote:

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

Big Picture

A presentation on Financial Aid was made by Ulises Velasco, Interim Dean of Student Services and Director of Financial Aid.

INFORMATIONAL ITEMS AND REPORTS

*Mendocino College
Foundation, Inc.*

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

*Friends of the
Mendocino College
Coastal Field
Station and Natural
Sciences affiliate
Constituents Group
Reports*

A written report was submitted by Steve Cardimona, science professor and affiliate governing council member as information.

Academic Senate:

A written report was submitted as information by Academic Senate President Jason Edington.

Classified:

A written report was submitted as information by Classified Senate President Lois O'Rourke.

Associated Students of Mendocino College:

A written report was submitted by the ASMC members who attended the Fall 2016 Student Senate for California Community Colleges General Assembly. Their reports outlined the various activities in which they participated as well as expressing their thanks for the Board's support of their attendance.

TRUSTEE COMMUNICATION

*Board Policy
Additions and
Revisions – First
Reading*

The revisions to the Board policies are presented as information for review. Voting on the revisions and additions presented will take place at the January 2017 meeting. Any questions regarding the policies presented may be forwarded to the President's Office for consideration by the President's Policy Advisory Committee.

Trustee Reports

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

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

*Future Agenda
Items*

In reviewing the list from the November 2016 board meeting, the following items were determined to be of interest to the majority of the board members and will be presented at a future board meeting:

- More information about what the college is doing regarding International Education and/or International students.

New items for review at the next meeting as possible future agenda items include:

- An informational report on how many grants we currently have in place
- A report on the possibility of establishing a ROTC program on campus
- Campus morale survey
- Workshop on student housing or dormitories
- Football finances and town-hall type meeting
- Big picture presentation on insurance

- PISA Exchange Teacher Program (Program for International Student Assessment)

Adjournment

M/S (Myers/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 8:19pm.

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

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