

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, February 21, 2018 at Mendocino College, 1000 Hensley Creek Road, Ukiah, California.

GENERAL MATTERS

Call To Order/Pledge of Allegiance Trustee Geck, Board President, called the meeting to order at 4:00 pm which was followed by the Pledge of Allegiance led by Trustee Pinoli.

A moment of silence was observed in honor of the students and staff members lost in the Stoneman Douglas High School tragedy in Florida last week.

<i>Board Members</i>	President	Dave Geck	present
	Vice President	Marie L. Myers	present
	Clerk	Robert Jason Pinoli	present - departed at 6:45pm
	Trustee	Paul Ubelhart	present
	Trustee	Edward Haynes	present
	Trustee	Janet Chaniot	present
	Trustee	John Tomkins	present
	Student Trustee	Nadine Goebel	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 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 (present)
	Classified Senate	Chris Olson, President (present)
	Management/Supervisory/Confidential	Matthew Gordon, President (present)

Agenda Approval M/S (Tomkins/Ubelhart) 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 (Myers/Ubelhart) to approve the minutes of the regular Board meeting held on December 13, 2017 as amended. 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

- Phil Warf addressed the board as the full-time faculty union representative regarding the copy of a survey board members received which was completed last fall by members of the full-time faculty union.
- Julie Finnegan addressed the board regarding the full-time faculty survey.

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.

Report of Action Taken in Closed Session

OPEN 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

- There were no comments made by members of the public.

Recess

Board President Geck called a recess to open session at 5:31pm. The board meeting returned to open session at 5:55pm.

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Reyes.

In addition to the information in his report, Superintendent/President Reyes also shared information regarding Pomo Pathways. He also introduced Judy (Harwood) Kanavle and Janelle Bird who are now serving as the Interim Lake Center Director and the Interim Director of Community Relations and Communication respectively.

CONSENT AGENDA

M/S (Ubelhart/Pinoli) 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	Haynes, Chaniot, Geck, Pinoli, Tomkins, Ubelhart, and Myers
Noes	None
Abstentions	None
Absent	None

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

Personnel

Employment –

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

<i>Short-Term Employees</i>	Trustees does hereby ratify the employment of the short-term employees as submitted and presented at the meeting.
<i>Employment – Part-Time Faculty</i>	*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.
<i>Volunteers</i>	*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.
<i>Resignation – Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignations of Erik Alfsin effective February 20, 2018 and Morgan Knight effective February 28, 2018 as presented.
<i>Resignation – Administrators</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignations of Valerie Jensen and Jessica Silva effective January 31, 2018 as presented.
<i>Resignation – Faculty</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation of Cintya Da Cruz effective January 15, 2018 as presented.
<i>Transfer/Promotion /Reassignment - Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the transfer of Douglas Dippel effective February 22, 2018 as presented.
<i>Employment – Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Eliza Fields as an Accounting Specialist, 12 months/year, 40 hours/week, effective February 22, 2018.
<i>Temporary Assignments - Management</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approves the Temporary Management assignments for Judy (Harwood) Kanavle, Interim Director, Lake Center effective February 12, 2018 and Janelle Bird, Interim Director of Community Relations and Communication effective February 22, 2018.
<i>Faculty – Unpaid Leave of Absence</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the unpaid leave of absence for Maria Cetto for the Spring semester, January 19, 2018 through May 25, 2018.
	<u>Other Items</u>
<i>Fiscal Report as of December 31, 2017</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.
<i>Donations</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donations by Fred Buonanno, Ron Guth, Mike and Tascha Whetzel and Zohar Yizraeli as presented.
<i>Quarterly Fiscal</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of

*Status Report – AB
2910*

Trustees does hereby accept the quarterly fiscal status report as submitted.

*Sale of Automobiles
to Ukiah High
School*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the sale of three vehicles to Ukiah High School for a total price of \$150 as presented.

ACTION ITEMS

*Board of Trustees
Budget Parameters
for District 2018-
2019*

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

M/S (Ubelhart/Myers) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt the 2018-2019 Budget Parameters as presented. The motion was approved with the following vote:

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

*Award Contract –
Replacement of
Science Building
Boiler*

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

M/S (Pinoli/Chaniot) that the Board of Trustees of the Mendocino-Lake Community College District does hereby award the contract for the replacement of the Science Building Boiler to Inter-County Mechanical & Electrical, Inc. in the amount of \$155,000 as presented. The motion was approved with the following vote:

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

*Contracts and
Agreements –
Quarterly
Ratification*

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

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

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

*Disaster Relief and
Emergency
Assistance –*

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

Resolution 02-18-01

M/S (Pinoli/Chaniot) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt Resolution 02-18-01 and directs the Superintendent/President to provide information to the Governor's Office of Emergency Services pertaining to disaster number DR-4344-CA as presented. The motion was approved with the following vote:

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

Child Development Center Request for Credit for Attendance Reimbursement Due to State of Emergency During October 2017 Fires – Resolution 02-18-02

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

M/S (Pinoli/Ubelhart) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt Resolution 02-18-02 authorizing Janis Wood, Director of Child Development Center, to request credit for attendance due to state of emergency during the October 2017 fires. The motion was approved with the following vote:

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

Big Picture Item – Mendocino-Lake Adult & Career Education Program (ACE)

A presentation on the MLACE program was made to members of the board by Judy Harwood Kanavle, program director.

INFORMATIONAL REPORTS

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

Academic Senate

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

Classified Senate

A written report was submitted by Classified Senate President Olson as information.

Management/Supervisory/Confidential

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

Associated Students of Mendocino College

An oral report was made by Student Trustee Goebel. She informed the board the group is working on several projects including the funding for a Student Center at the Coast Center.

*Board Policy
Additions and
Revisions – First
Reading*

The revisions to the Board policies are presented as information to review. Voting on the revisions and/or additions presented will take place at the March 2018 meeting. Any questions regarding the policies presented may be forwarded to the President’s Office for consideration by the President’s Policy and Advisory Committee.

Student Housing

Superintendent/President Reyes informed the board members there will be a presentation at the March meeting by Derivi Consultants outlining the information they have collected as a result of the completed feasibility study.

TRUSTEE COMMUNICATION

Trustee Reports

Written reports were submitted by Trustee Chaniot and Trustee Haynes. Trustee Chaniot also shared an updated report on the current activities of the California Community College Trustees (CCCT).

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

*Future Agenda
Items*

The following suggestions were presented at the February 2018 meeting as possible future agenda items:

- A campus safety discussion regarding an armed officer on campus
- A big picture item on the Mental Health Community Resilience Model

Adjournment

M/S (Chaniot/Tomkins) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 7:25 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