

**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 5, 2020 at the Mendocino College, 1000 Hensley Creek Road, Ukiah, CA

GENERAL MATTERS

Call to Order & Pledge of Allegiance Trustee Pinoli, Board President, called the meeting to order at 4:00 PM which was followed by the Pledge of Allegiance led by Trustee Martinez.

<i>Board Members</i>	President	Robert Jason Pinoli	present
	Vice President	Marie L. Myers	present
	Clerk	Ed Nickerman	present
	Trustee	Xochilt Martinez	present
	Trustee	John Tomkins	present
	Trustee	TeMashio Anderson	present
	Trustee	Noel O’Neill	present
	Student Trustee	Aidan Lagorio	absent

Secretary Eileen Cichocki, Interim Superintendent/President

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

Staff Representatives Debra Polak, Vice President of Academic Affairs (present)
Ulises Velasco, Vice President of Student Services (present)
Nicole Marin, Director of Human Resources (present)

<i>Constituent Representatives</i>	Academic Senate	Catherine Indermill, President (present)
	Classified Senate	Jeana Thompson, President (absent)
	Management Team	Janelle Bird, President (present)

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

Ayes	Pinoli, Myers, Tomkins, Anderson, Martinez, Nickerman and O’Neill
Noes	None
Abstentions	None
Absent	None

Approval of Minutes M/S (O’Neill/Anderson) to approve the minutes of the regular board meeting held on December 11, 2019 as presented. The matter was approved with the following vote:

Ayes	Pinoli, Myers, O’Neill, Tomkins, Martinez, Anderson and Nickerman
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Noes	None
Abstentions	None
Absent	None

Public Comments on Closed Session Items • There were no comments from members of the public at this time.

CLOSED SESSION

The Board adjourned to Closed Session at 4:09 PM with Board President Pinoli stating items 2.1, 2.2, 2.3 and 2.4 would be discussed in closed session.

OPEN SESSION

Report of Action Taken in Closed Session The Board returned to open session at 5:06 PM with Board President Pinoli stating there was nothing to report out from closed session.

Public Comments • There were no comments from members of the public at this time.

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Interim Superintendent/President Cichocki who stated she had nothing to add at this time.

CONSENT AGENDA

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

Ayes	Tomkins, Pinoli, Nickerman, O’Neill, Martinez and Myers
Noes	None
Abstentions	None
Absent	Anderson

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

Personnel

Consideration to approve the personnel list – Short-Term Non Continuing (STNC) Employees *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the short-term non-continuing (STNC) employees as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.

Consideration to approve the personnel list – Part Time Faculty *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of part-time faculty as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.

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

*approve the list of
Volunteers*

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

*Consideration to
approve the
personnel list –
Classified*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Kelly Keyes, Accounting Specialist, effective February 11, 2020, pending receipt of all necessary employment eligibility requirements.

*Consideration to
approve the Lateral
Transfer - Classified*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the lateral transfer of Tammy Cartwright, North County Center Assistant, effective January 7, 2020.

*Consideration to
approve the
personnel list –
Educational
Administrator*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Dr. Peggy Goebel as the Interim Executive Dean of Nursing, with a corrected contract period of 12 months/year effective 01/17/2020 through 01/18/2022 pending receipt of all necessary employment eligibility requirements.

*Consideration to
receive the
Mendocino Part-
Time Faculty
Association
(MPFA/CCA/CTA/N
EA) 2019/2020
Successor Contract
Reopener*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby receive the initial 2019/2020 collective bargaining proposal from the Mendocino Part-Time Faculty Association and directs the Interim Superintendent/President to receive related public comments prior to the March board meeting.

*Consideration to
present the
Mendocino-Lake
Community College
District Successor
Contract Reopeners
to the Mendocino
Part-Time Faculty
Association
(MPFA/CCA/CTA/N
EA) 2019/2020*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby presents the District's initial 2019/2020 collective bargaining proposal to the Mendocino Part-Time Faculty Association and directs the Interim Superintendent/President to receive related public comments prior to the March board meeting.

*Fiscal Report as of
December 31, 2019*

Other Items

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as of December 31, 2019 as presented.

Donations

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donated items from Wayne Deprue and Eric Hoefler as presented.

*Quarterly Fiscal
Status Report – AB*

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

ACTION ITEMS

Superintendent/President Search Job Announcement

Board President Pinoli introduced Dr. Joan Smith from Community College Search Services (CCSS) who then outlined the process thus far and the proposed Superintendent/President job announcement.

Requests from the board for changes to the proposed document included the addition of Athletics in a separate sentence as part of the second paragraph under the College and Community. There was also a request to include something about someone who is aware that dual enrollment is key for our institution under desirable qualifications.

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

M/S (Nickerman/Martinez) that the Mendocino-Lake Community College District Board of Trustees does hereby approve the job announcement for the Superintendent/President position as amended.

Ayes	Tomkins, Myers, Pinoli, Anderson, O’Neill, Martinez, and Nickerman
Noes	None
Abstentions	None
Absent	None

Board of Trustees Budget Parameters for District 2020/21 Budgets

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

M/S (Nickerman/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2020/2021 Budget Parameters as presented with the following vote:

Ayes	Tomkins, Myers, Pinoli, Anderson, Martinez, O’Neill and Nickerman
Noes	None
Abstentions	None
Absent	None

Contracts and Agreements – Quarterly Ratification

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

M/S (Tomkins/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby ratify the contracts and agreements as presented with the following vote:

Ayes	Tomkins, Myers, Pinoli, Anderson, O’Neill, Martinez, and Nickerman
Noes	None
Abstentions	None

Absent None

*2020/2021
Nonresident Tuition
Fee*

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

M/S (Nickerman/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2020/2021 nonresident tuition fee at \$280 based on Option C as presented with the following vote:

Ayes Tomkins, Myers, Pinoli, Anderson, O’Neill, Martinez, and
Nickerman
Noes None
Abstentions None
Absent None

*Board Policy
Revision*

After reviewing the information presented and subsequent discussion, the board took the following action:

M/S (Martinez/Nickerman) that the Mendocino-Lake Community College District Board of Trustees hereby adopt the additions and/or revisions to Board Policy 2360 as presented.

Ayes Tomkins, Myers, Pinoli, Martinez, O’Neill and Nickerman
Noes None
Abstentions None
Absent Anderson

*Board Policies and
Revisions – Second
Reading*

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

M/S (Myers/Nickerman) that the Mendocino-Lake Community College District Board of Trustees hereby adopts the additions and/or revisions to Board Policy 3410, Board Policy 3430, Board Policy 3820, Board Policy 6250, Board Policy 6320 and Board Policy 6550 as presented with the following vote:

Ayes Tomkins, Myers, Pinoli, O’Neill, Martinez and Nickerman
Noes None
Abstentions None
Absent Anderson

*Services Provided to
Native American
Students*

Vice President of Student Services Ulises Velasco presented information on the various services currently available to Native American students enrolled at Mendocino College.

Included in his presentation was information about Mendocino College having the third largest enrolled Native American population in the California Community College System. Currently, 4.73% of our enrolled students are Native American with the overall population of the area currently sitting at 4%.

There are twenty-six different Pomo tribes in our region with ten in Mendocino County and another seven in Lake County.

Also outlined in his presentation was information about our collaboration with Coyote Valley Band of Pomo Indians and the Pomo Pathway program.

Vice President Velasco also outlined the many levels of support services that are currently in place for Native American students.

INFORMATIONAL REPORTS

*Health Benefits
Report as of
December 31, 2019*

An informational update on the college Health Benefits account was presented as information.

*Mendocino College
Foundation, Inc.*

A written informational report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation who stated she had nothing to add.

Board President Pinoli also introduced and acknowledged Tom Dow who has recently taken over the duties of Foundation Board President.

*Constituents Group
Reports*

Academic Senate

A written report was submitted by Academic Senate President Catherine Indermill who added information about the afternoon sessions that took place during inservice on January 17th.

Classified Senate

A written report was submitted by Classified Senate President Jeana Thompson.

Management Team

A written report was submitted by Management Team President Janelle Bird who stated she had nothing to add.

*Board Policy
Additions and
Revisions - First
Reading*

Board policy 6200 – Budget Preparation, Board policy 6330 – Purchasing, Board policy 6340 – Bids and Contracts, Board policy 6400 – Financial Audits and Board policy 6500– Property Management were presented as information for review. Discussion and/or adoption of these policies will take place at the March 2020 board meeting.

TRUSTEE COMMUNICATION

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustee Anderson stated the recent trustee conference was very informative for him.

Trustee Nickerman stated that currently only 2% of students from high schools

in our District attend Mendocino College and this is something we need to change.

Trustee Myers added she feels that the College board members need to have at least two meetings a year with the board members from the various school districts in our region. She also added that the EOPS growth that has taken place is amazing.

Trustee Martinez commented that her favorite breakout session from the recent trustee conference was regarding minorities.

Trustee Tomkins added that he attended a breakout session where the discussion topic was about what we are doing to get students to attend our institutions.

Trustee O'Neill felt the recent conference was a great initiation about what it means to be a trustee and how they can support their CEO. It was also a wonderful opportunity to meet with other trustees and hear how things are going at their respective colleges. He was happy to hear the Community College League of California has many opportunities available to learn more about the college system as a whole.

Trustee Pinoli expressed his thanks to all the board members for their attendance at the conference. He found the Board Chair workshop to be very enlightening and helpful.

Trustee Pinoli informed the board members that we are looking to hold a board workshop/study session on the budget. Interim Superintendent/President Cichocki will work on a list of some potential dates and will send them out to the board for their input. Mid-March is potentially looking like a good time to hold the workshop.

Trustee Pinoli reminded the members of the board that when they last met with the Foundation Board, there was a commitment to continue to meet together briefly in the fall and spring of each year. He will work with the Foundation Board President and Executive Director Fairbairn to identify potential dates.

Trustee Pinoli took the opportunity to thank everyone who helped to support the theatre students in their endeavor to take their play *Wildfire* to the Kennedy Center American College Theatre Festival in Fort Collins, Colorado. As a result of their successful fundraising efforts, they will be participating in the festival later this month.

Future Agenda Items There were several new future agenda items discussed and approved by the board members. Those discussed and approved include the following:

A presentation on the EOPS program
Essential needs for Trustee onboarding
Outreach to the community and the various tribes
What are the plans for the Fire Recovery and Construction Program grant?

There will be a big picture presentation about the DSPS program and services at the next board meeting.

Adjournment

With agenda business concluded, Board President Pinoli declared the meeting adjourned at 6:14 PM.

Submitted by:

Eileen Cichocki, Interim Superintendent/President
Secretary, Board of Trustees