

**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, January 11, 2017 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 Ubelhart.

*Board Members*

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

*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 (absent)
Management/Supervisory/Confidential	Katie Fairbairn, President (present)

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

After discussion, the board agreed to move item 9.2 (Future Agenda Items) to follow item 3.1 (President's Report).

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 December 14, 2016 as amended. The matter was approved with the following vote:

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

**CLOSED SESSION**

The Board adjourned to Closed Session at 4:06 PM.

**OPEN SESSION**

The Board returned to open session at 5:47 PM with Board President Geck reporting no action taken on the items discussed in closed session.

*Report of Action Taken in Closed Session*

*Public Comments*

- There were no comments from members of the public.

**PRESIDENT AND ADMINISTRATION REPORT**

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

- A presentation was made at the Rotary Club of Ukiah meeting yesterday which provided information regarding initiatives the college is currently working on. Dean Montes, Director Minerva Flores, Director Monica Flores and Interim Dean of Student Services Velasco presented to the group.

**CONSENT AGENDA**

M/S (Pinoli/Tomkins) 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 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.

*Employment – 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 semester as submitted and presented at the meeting.

*Resignation/Retirement - Faculty*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation of Lisa Woods effective January 17, 2017 as submitted and presented at the meeting.

*Resignation/Retirement – Classified*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the resignation of Andrea Diebold effective January 6, 2017 and Julieta Marks effective April 30, 2017 as submitted and presented at the meeting.

*Transfer – Full-*

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

*Time Faculty* Trustees does hereby approve the faculty transfer of Rhea Hollis from DSPS Counselor to Adult & Career Education Counselor effective March 1, 2017.

*Change of Position – Management* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approves the change of position for Monica Flores to Program Manager – CAMP to Program Manager – CAMP & HSI effective March 1, 2017.

*Fiscal Report as of November 30, 2016* **Other Items** \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.

*Board of Trustees Budget Parameters for District 2017-2018 Budgets* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adopt the 2017-2018 Budget Parameters for District 2017-2018 budgets as presented.

*Donation* \*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donation by Nicholas Petti as presented.

**ACTION ITEMS**

*Contracts and Agreements – Quarterly Ratification* 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 ratify the contracts and agreements 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

*Non Resident Tuition Fee* 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 adopt the 2017-2018 nonresident tuition fee of \$234 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

*Board Policy Additions and Revisions – Second Reading* After reviewing the information provided, the following action was taken:

M/S (Pinoli/Myers) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt the additions and/or revisions to Board Policy 4230 and Board Policy 5010 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 the recent Mendocino College cultural events was made by Chantell Martinez, Native American and Other Populations Outreach and Support Specialist (via video) and Monica Flores, CAMP Director.

**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.

*Constituents Group Reports*

**Classified**

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

**Academic Senate**

Academic Senate President Edington made an oral report to the Board.

*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 February 2017 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.

**TRUSTEE COMMUNICATION**

*Trustee Reports*

Trustees commented orally on their recent college-related activities.

Trustee Ubelhart was recognized for completing the Excellence in Trusteeship program offered through the Community College League of California. He shared his insight about the program with his fellow trustees.

*Future Agenda Items*

In reviewing the list from the December 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:

- An informational report on how many grants we currently have in place
- Campus morale survey which will be vetted and created through the shared government process and will include equity
- Workshop on student housing or dormitories
- Insurance – what kinds of insurance do we have in place and what are our coverages, etc.
- Presentation on Global International Student program through Community College League of California.

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

- No new items were presented for consideration

*Adjournment*

M/S (Tomkins/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 6:52 pm.

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