

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 13, 2021 using ZOOM remote meeting technology.

GENERAL MATTERS

Call to Order Trustee Pinoli, Board President, called the meeting to order at 4:30 PM.

<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	vacant	

Secretary Timothy Karas, Superintendent/President

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

Staff Representatives Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services (present)
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	Mayra Sanchez, President (present)
	Management Team	Janelle Bird, President (present)

Oath of Office The Oath of Office was administered to Trustee Anderson by Superintendent/President Karas per Education Code guidelines.

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

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

Approval of Minutes M/S (Nickerman/Myers) to approve the minutes of the regular board meeting held on December 16, 2020 as presented. The matter was approved with the following vote:

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

CLOSED SESSION

The Board adjourned to Closed Session at 4:36 PM with Board President Pinoli stating items 3.2 and 3.4 would be discussed in closed session.

OPEN SESSION

Report of Action Taken in Closed Session

- The Board returned to open session at 5:19 PM with Board President Pinoli reporting the following action taken in closed session:

On Item #3.2, by a vote of 7-0, the Board voted to return Mr. Tripp's Government Tort Claim as untimely and reject the application for late claim relief.

There was no action taken on Item 3.4.

Public Comments

There were no comments from the public.

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Karas who added the following information:

Superintendent/President Karas welcomed and wished everyone a Happy New Year. He shared that this Friday, January 15, 2021, will be our Spring in-service. Spring semester classes will be starting on Tuesday, January 19, 2021 with the observance of the Dr. Martin Luther King holiday taking place on Monday, January 18, 2021.

There has been quite a bit of news in the media recently about vaccinations being dispensed in the area. Phase 1A is taking place now with phase 1B to follow soon. College staff has been working hard to get vaccinations for our employees. We have offered to hold a community clinic at the college but have not yet heard back from the County Health Department regarding this request. We have also been in contact with members of the Board of Supervisors in order to garner their support of holding these clinics.

Trustee Martinez asked about the shortfall in enrollments and asked if we are going to be reimbursed even though we have declining enrollments. Superintendent/President Karas responded informing her we are currently in a hold-harmless situation so we would still be reimbursed by the state at our current reimbursement rate.

CONSENT AGENDA

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

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

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

Personnel

Consideration to approve personnel list – 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 2021 semester as presented pending receipt of all necessary employment eligibility requirements.

Consideration to ratify Resignations – Classified and Full-Time (Categorical) Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratify the resignations of Kaye Boswell, Budgets and Grants Technician effective December 15, 2020 and Maria Avina Patino, CAMP Counselor, effective January 15, 2021 as presented.

Other Items

Fiscal Report as of November 30,, 2020

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accept the fiscal report as of November 30, 2020 as presented.

Donations

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the donations to Mendocino College by Vicky Watts.

ACTION ITEMS

Contracts and Agreements – Quarterly Ratification

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

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

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

Board Policy Additions and Revisions – Second Reading

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

M/S (Anderson/Myers) that the Mendocino-Lake Community College District

Board of Trustees does hereby adopt the additions and/or revisions to Board Policy 3540, Board Policy 7240, Board Policy 7350 and Board Policy 7385 as presented with the following vote:

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

INFORMATIONAL REPORTS

Mendocino College Foundation, Inc.

A written informational report was submitted by the Eliza Fields, Administrative Assistant to the Foundation and Joe Atherton, Director of Fiscal Services.

Constituents Group Reports

Academic Senate

A written report was submitted by Academic Senate President Indermill. Academic Senate Indermill stated she had nothing to add this evening.

Classified Senate

A written report was submitted by Classified Senate President Mayra Sanchez who stated she had nothing to add.

Management Team

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

Board Policy Additions and Revisions – First Reading

Board policy 5120 – Transfer Center; Board Policy 5130 – Financial Aid; Board Policy 7211 – Minimum Qualifications – Faculty; and 7251 – Emeritus Status were presented for review. Discussion and/or adoption of these policies will take place at the February 2021 board meeting.

TRUSTEE COMMUNICATION

Effective Trusteeship and Board Chair Workshops

Trustees discussed the upcoming Effective Trusteeship and Board Chair workshops which will be taking place in a virtual format and running January 20, 2021 through January 22, 2021.

After discussion, trustees were directed to let Executive Assistant Lamb know by Friday if they are interested in attending so we can get them registered.

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustee Anderson stating he is hearing good things about the college in the community and told the staff to keep up the good work.

Trustee Martinez expressed her thanks and added it is a privilege to work with everyone.

Trustee Myers shared her thanks with the staff members present and informed everyone they are doing a great job.

Trustee Nickerman shared he would like to get an update on the \$1 million grant received for the Construction Program. It was decided this information will be included in the February 2021 President and Administration report.

Trustee O'Neill wished the staff and students the best in the coming semester.

Trustee Tomkins echoed the comments made by the other Trustees.

Trustee Pinoli thanked his fellow board members for their support and dedication to the college.

Future Agenda Items

- The current list of future agenda items includes the following with additional comments from members of the Board of Trustees:
- Diversity training for Board members – Trustee Martinez requested this item and feels it needs to be either a workshop or special meeting. It should not be a lecture but more of a reflection and participation by members of the board. For this reason, she feels it needs to be when we are once again able to meet in person.
- Essential needs for Trustee onboarding
- Outreach to the community and the various tribes
- A workshop or presentation on the next phase plans for the three centers
- Additional information on the Coastal Field Station programs – possibly a Big Picture Item at the February 2021 meeting
- Budget planning workshop – This workshop will take place on January 28, 2021 from 9:00 – Noon.
- A Big Picture presentation by Mendocino County Superintendent of Schools Michelle Hutchins and colleague – Spring 2021
- A big picture presentation similar to the presentation with the Lake County Superintendent of Schools.

Adjournment

With agenda business concluded, Board President Pinoli declared the meeting adjourned at 5:53 PM.

Submitted by:
Timothy Karas, Superintendent/President
Secretary, Board of Trustees