

**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, June 10, 2020 using ZOOM remote meeting technology.

GENERAL MATTERS

Call to Order Trustee Pinoli, Board President, called the meeting to order at 4:00 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 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 (present)
	Management Team	Janelle Bird, President (present)

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

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

Approval of Minutes M/S (Nickerman/Martinez) to approve the minutes of the regular board meeting held on May 13, 2020 as presented. The matter was approved with the following vote:

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

Absent None

M/S (Nickerman/Martinez) to approve the minutes of the special board meeting held on May 13, 2020 as presented. The matter was approved with the following vote:

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

M/S (Nickerman/Martinez) to approve the minutes of the special board meeting held on May 14, 2020 as presented. The matter was approved with the following vote:

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

M/S (Nickerman/Martinez) to approve the minutes of the special board meeting held on May 20, 2020 as presented. The matter was approved with the following vote:

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

M/S (Nickerman/Martinez) to approve the minutes of the special board meeting held on May 27, 2020 as presented. The matter was approved with the following vote:

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

Public Comments on Closed Session Items

- Toni Fort addressed the board and thanked them for all the work that has been completed by the trustees regarding the hiring process for the new Superintendent/President. She also thanked Interim Superintendent/President Cichocki for all of her hard work.

CLOSED SESSION

The Board adjourned to Closed Session at 4:08 PM with Board President Pinoli stating items 2.1, 2.2, 2.3, 2.4 and 2.5 would be discussed in closed

session.

*Report of Action
Taken in Closed
Session*

OPEN SESSION

The Board returned to open session at 4:43 PM with Board President Pinoli stating there was nothing to report out from closed session.

Public Comments

- There were no comments from the public at this time.

PRESIDENT AND ADMINISTRATION REPORT

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

Interim Superintendent/President Cichocki pointed out the following information from her report.

She called attention to the high school graduation capture rates included in her report. She also pointed out that the CalPADS numbers appear to be inaccurate and we are looking into determining why those numbers reported by our K12 partners differ from what we are actually experiencing.

We are still waiting to hear on our accreditation status with the Accrediting Commission for Community and Junior Colleges meeting today and tomorrow.

We just found out this afternoon that we have now been refunded for our HEP program equating to \$400,000 per year over the next 5 years.

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CONSENT AGENDA

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

Ayes	Anderson, Martinez, Myers, Nickerman, 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 the
personnel list –*

*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

<i>Short-Term Non Continuing (STNC) Employees</i>	pending receipt of all necessary employment eligibility requirements.
<i>Consideration to approve the personnel list – Part-Time Faculty</i>	*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.
<i>Consideration to approve Lateral Transfer – Classified</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the transfer of Christopher Olson, Telecommunications Technician, effective July 1, 2020.
<i>Consideration to Approve Educational Administrator Contract</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the Educational Administrator contract for Eric Hoefler, Director of MESA/STEM as presented.
<i>Consideration to Approve Classified Administrator Contracts</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the Classified Administrator contracts for Dave Johnston and Euline Olinger as presented.
<i>Consideration of Mendocino-Lake Community College Federation of Teachers Bargaining Unit/MCFT 20220/21-2022/23 Tentative Agreement</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the 2020/21-2022/23 Tentative Agreement between the Mendocino-Lake Community College District and the Mendocino College Federation of Teachers (MCFT).
<i>Consideration of Management Team Tentative Meet and Confer Agreement 2020-21</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the 2020/21 Tentative Meet and Confer Agreement between the Mendocino-Lake Community College District and the Mendocino College Management Team.
<i>Consideration to ratify the Vice President Salary Schedule 2020/21</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the 2020/21 salary schedule adjustment between the Mendocino-Lake Community College District and the Mendocino College Vice Presidents.
<i>Consideration to receive the Mendocino Part-Time Faculty Association (MPFA/CCA/CTA/NEA) 2021-24 Successor Contract Reopener</i>	*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby receives the initial 2021-24 collective bargaining proposal from the Mendocino Part-Time Faculty Association and directs the Interim Superintendent/President to receive related public comments prior to the August board meeting as presented.

Consideration to present the Mendocino-Lake Community College District Successor Contract Openers to the Mendocino Part-Time Faculty Association (MPFA/CCA/CTA/NEA) 2021-24

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby presents the initial 2021/24 successor contract openers to the Mendocino Part-Time Faculty Association and directs the Interim Superintendent/President to receive related public comments prior to the August Board meeting as presented.

Fiscal Report as of April 30, 2020

Other Items

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

Donations

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donated item from Luke Frey as presented.

Consideration to Approve Superintendent/President Employment Agreement

ACTION ITEMS

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

M/S (Martinez/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby approve the employment agreement for Dr. Timothy Karas, Superintendent/President commencing July 13, 2020 with the following vote:

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

2020/21 Tentative Budgets

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

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the proposed 2020/21 Tentative Budgets as presented and shown on Attachments A-1 through I with the following vote:

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

*District Order of
Priorities for Five-
Year Capital Outlay
Plan, 2022-2026*

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

M/S (Tomkins/Martinez) that the Mendocino-Lake Community College District Board of Trustees does hereby approve the District Order of Priorities for the Five-Year Capital Outlay Plan, 2022-2026 as presented.

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

*Child Development
Center Contract –
Resolution 06-20-01*

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

M/S (Myers/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 06-20-01, California Department of Education Contract Number CCTR-01447 in the amount of \$223,908.00 as presented with the following vote:

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

*Child Development
Center Contract –
Resolution 06-20-02*

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

M/S (Nickerman/Anderson) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 06-20-02, California Department of Education Contract Number CSPP-0299 in the amount of \$249,209.00 as presented with the following vote:

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

*Board Policies and
Revisions – Second
Reading*

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

M/S (O'Neill/Tomkins) that the Mendocino-Lake Community College District Board of Trustees hereby adopts the additions and/or revisions to Board Policy 3600 and Board Policy 6700 as presented with the following vote:

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

College and Careers Access Pathways (CCAP) Partnership Agreement – Second Reading After review and discussion, the board took the following action:
M/S(Myers/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby approve the CCAP Agreement with the Round Valley School District as presented with the following vote:

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

COVID-19 virus update An update on the current status of the COVID-19 virus pandemic and its impact on the college and it’s students was presented by Vice President Polak and Vice President Velasco.

INFORMATIONAL REPORTS

Health Benefits Fund Report as of April 30, 2019 The Health Benefits Fund Report as of April 30, 2020 was submitted as information by Nicole Marin, Director of Human Resources.

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.

In answer to a question posed by Trustee Tomkins, she stated there are still funds available for students needing monies due to the COVID-19 situation.

Friends of the Mendocino College Coastal Field Station and Natural Sciences Affiliate A written informational report was submitted by Dr. Steve Cardimona, Professor of Earth Science.

Constituents Group Reports **Academic Senate**
A written report was submitted by Academic Senate Vice President Jody Gehrman. Academic Senate President thanked the Vice President for submitting the report and filling in during her absence.

Classified Senate
A written report was submitted by Classified Senate President Jeana Thompson who stated she had nothing to add at this time.

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 3518 – Child Abuse Reporting; Board Policy 3530 – Weapons on Campus; Board Policy 3570 – Use of Tobacco and Tobacco Related Products; Board Policy 5150 – Extended Opportunity Programs and Services; Board Policy 5570 – Student Credit Card Solicitations; Board Policy 6540 – Insurance; Board Policy 6750 – Parking; and Board policy 6900 – Bookstore were presented as information for review. Discussion and/or adoption of these policies will take place at the August 2020 board meeting.

Board Policy Deletion – First Reading

Board policy 503 – Examinations and Grading was presented as information for review. Discussion and/or deletion of this policy will take place at the August 2020 board meeting.

College and Careers Access Pathways (CCAP) Partnership Agreement – First Reading

A copy of a new College and Careers Access Pathways (CCAP) partnership agreement with the Fort Bragg Unified School District is presented as information for review. This agreement will be presented at the August 2020 board meeting for discussion and/or approval by the Board of Trustees.

TRUSTEE COMMUNICATION

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustee Anderson reported he attended the Kelseyville High School virtual meeting where they were discussing the possible cuts to their budgets.

Trustee Martinez expressed her appreciation for all the hard work by the staff members.

Trustee Myers attended the recent “Call to Order” webinar via her telephone.

Trustee Nickerman expressed an interest in seeing about purchasing the Mayo Clinic newsletter for the college employees. Staff will investigate this request.

Trustee O’Neill thanked the board members and the valuable support provided by both the Human Resources and the Informational Technology departments for their exceptional support during the current environment.

Trustee Tomkins praised Interim Superintendent/President Cichocki for the work she has completed during her time serving as the Interim Superintendent/President.

Future Agenda Items

The current list of future agenda items includes:

A presentation on the Disabled Student Programs and Services (DSPS)

Diversity training for Board members

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?

General information about advisory committees.

A workshop or presentation on the next phase plans for the three centers.

More information on the Coastal Field Station programs.

Adjournment

With agenda business concluded, Board President Pinoli declared the meeting adjourned at 6:01 PM.

Submitted by:

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