

**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, March 2, 2016 Mendocino College, 1000 Hensley Creek Road, Ukiah, California.

GENERAL MATTERS

Call To Order Trustee Tomkins, Board President, called the meeting to order at 5:02 PM.

<i>Board Members</i>	President	John Tomkins	present
	Vice President	Edward Haynes	present
	Clerk	Dave Geck	present
	Trustee	Paul Ubelhart	present
	Trustee	Marie L. Myers	present
	Trustee	Janet Chaniot	present
	Trustee	Joel Clark	present
	Student Trustee	Nayeli Castaneda	present

Secretary Arturo Reyes, Superintendent/President

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

Staff Virginia Guleff, Vice President of Education & Student Services (present)

Representatives Eileen Cichocki, Vice President of Administrative Services (present)

<i>Constituent Representatives</i>	Academic Senate	Reid Edelman, President (present – arrived at 5:53pm)
	Classified Senate	David Bushway, President (present)
	Management/Supervisory/Confidential	Katie Fairbairn, Vice President (present)

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

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

Minutes/Approval After discussion, the following action was taken.

M/S (Geck/Haynes) to approve the minutes of the regular meeting held on February 10, 2016 as presented. The matter was approved with the following vote:

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

Public Comments

- No comments from the public were made.

PRESIDENT’S REPORT

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

- The Center for Urban Education is currently reviewing how the academic achievement of students is being assessed at Mendocino College.
- The future of the current Accrediting Commission for Community and Junior Colleges.
- Current enrollments and the forecast regarding reaching the goal of 250 FTES at the Coast center by July 2017.

Recess

The Board President called a recess at 5:36pm for Board members to informally recognize Jordan Anderson and congratulate him on his newly acquired tenure at Mendocino College. The meeting returned to order at 5:50pm.

PRESIDENT’S REPORT - continued

The following items were also offered in addition:

- Met with members of the Chancellor’s Office staff today regarding the transfer of territory. We believe this item will be on the Board of Governors agenda for their May meeting. We have requested funding for whatever portion we will be unfunded for in 2017 which will come from the College of the Redwoods base. There will be a hearing on the transfer of territory which will take place in Fort Bragg on Thursday, March 24th where these items as well as the bond indebtedness will be discussed.

CONSENT AGENDA

M/S (Clark/Geck) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the Consent Agenda as amended. The consent agenda was approved with the following vote:

Ayes	Tomkins, Haynes, Chaniot, Clark, Geck, Ubelhart and Myers
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 as submitted and presented at the meeting.

Volunteers *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as presented.

Administrator Contracts *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the administrator contracts as presented.

Faculty Contracts – Tenure Track Faculty *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the tenure-track faculty contracts as presented.

Professional Development Leave *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify a 2016-2017 Professional Development Leave for Reid Edelman as presented.

Reclassification *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the reclassification of Patti Gulyas to Accounting Technician as presented.

Resignations/Retirements *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratifies the resignation of Joan McDowell effective May 31, 2016 and Stanley Willburn effective April 1, 2016 as presented.

Employment – Temporary, Full-Time, Categorically-Funded Faculty Positions *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approves a one-year categorically-funded contract for 2016-2017 for Tanja Ramming, Cintya Cruz and Alicia Mendoza as presented.

Other Items

Fiscal Report as of January 31, 2016 *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the fiscal report as submitted.

Donation of Automobiles *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the automobiles generously donated to Mendocino College by Sarah Deweyreith and Lisa Rosenstreich as presented.

ACTION ITEMS

Awarding of Audit Contract for Fiscal Year Ending June 30, 2016 After reviewing the item presented, the following action was taken:

M/S (Clark/Chaniot) to award the audit contract for the fiscal year ending June 30, 2016 to K•Coe Isom as presented. The motion was approved with the following vote:

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

Authorization To Go To Bid For Replacement Of After reviewing the information provided, the following action was taken:

M/S (Clark/Myers) to authorize staff to go to bid for replacement of the Science

*Science Building
Chiller*

Building Chiller as presented. The motion was approved with the following vote:

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

*Non-Renewal of
Faculty Contract*

After discussion, the following action was taken:

M/S (Clark/Chaniot) that the Mendocino-Lake Community College District Board of Trustees does not renew a temporary, non-tenure track, categorically-funded full-time faculty contract for Nora Danning, Instructor-Nursing Science/Clinical Practice for the 2016-2017 year as presented.

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

INFORMATIONAL ITEMS AND REPORTS

*Education and
Student Services
Report*

A written report was submitted as information by Virginia Guleff, Vice President of Education and Student Services.

*Mendocino College
Coastal Field
Station Committee*

A written report was submitted as information by Steve Cardimona.

*Administrative
Services Report*

A written report was submitted as information by Eileen Cichocki, Vice President of Administrative Services. The following was offered in addition:

- Vice President Cichocki informed Board members they can have a college email if they choose to. Anyone interested should contact her for more information.

*Mendocino College
Foundation, Inc.*

A written report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation, Inc. The following was offered in addition:

- Executive Director Fairbairn stated she had nothing to add.

*Friends of the
Mendocino College
Coastal Field
Station and Natural
Sciences Affiliate*

A written report was submitted as information by Steve Cardimona.

*Constituents Group
Reports*

Academic Senate:

A written report was presented by Reid Edelman, Academic Senate President.

Classified Senate:

Classified Senate President Bushway stated he had nothing to add.

Management/Supervisory/Confidential:

M/S/C Vice President Fairbairn stated she had nothing to add.

ASMC:

Student Trustee Castaneda state she had nothing to report.

Health Benefits Report

The health benefits report reflecting information through January 31, 2016 was presented as information.

Board Policy Revisions – First Reading

The revisions to the Board policies are presented as information for review. Voting on these revisions will take place at the April 2016 meeting. Any questions from Board members can be forwarded to the President’s Office for consideration by the President’s Policy Advisory Committee.

TRUSTEE COMMUNICATION

Trustee Reports

Trustee Chaniot:

Trustee Chaniot reminded the Board members the theatre production of *Arcadia* begins its run next Friday. She also recognized the recent sport team successes.

The other trustees stated they had nothing to add.

CLOSED SESSION

The Board adjourned to Closed Session at 6:38 PM. Board President Tomkins announced the board will be only discussing item 8.1, 8.3 & 8.5 on the agenda during closed session.

OPEN SESSION

The Board returned to open session at 7:23 PM with Board President Tomkins reporting no action taken on the items discussed in closed session.

Report of Action Taken in Closed Session

Adjournment

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

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

Submitted by:
Arturo Reyes, Superintendent/President
Secretary, Board of Trustees