

**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, September 14, 2016 at Mendocino College Lake Center, 2565 Parallel Drive, Lakeport, California.

**GENERAL MATTERS**

*Call To Order/Pledge of Allegiance* Trustee Tomkins, Board President, called the meeting to order at 4:00 pm which was followed by the Pledge of Allegiance led by Trustee Haynes.

<i>Board Members</i>	President	John Tomkins	present
	Vice President	Dave Geck	present
	Clerk	Marie L. Myers	present
	Trustee	Paul Ubelhart	present
	Trustee	Edward Haynes	present
	Trustee	Janet Chaniot	present
	Trustee	Robert Jason Pinoli	present
	Student Trustee	Liana Edington	Arrive at 5:30 PM

*Secretary* Arturo Reyes, Superintendent/President

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

*Staff Representatives* Debra Polak, Acting Vice President of Education & Student Services (absent)  
Eileen Cichocki, Vice President of Administrative Services (present)

<i>Constituent Representatives</i>	Academic Senate	Jason Edington, President (present)
	Classified Senate	Chris Olson, Vice President (present)
	Management/Supervisory/Confidential	Ulises Velasco, Vice President (present)

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

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 August 10, 2016 as approved. The matter was approved with the following vote:

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

**CLOSED SESSION**

The Board adjourned to Closed Session at 4:01 PM.

**OPEN SESSION**

*Report of Action  
Taken in Closed  
Session*

The Board returned to open session at 5:30 PM with Board President Tomkins reporting no action taken on the items discussed in closed session.

**TIME CERTAIN ITEM: 5:30 PM**

*Public Hearing -  
Proposed Adopted  
Budget*

Board President Tomkins suspended the regular meeting at 5:30 and opened the public hearing on the Proposed Adopted Budget. The public hearing was then closed at 5:31 PM.

*Public Comments*

Board President Tomkins reconvened the regular meeting at 5:31 PM.

- No comments from the public.

**PRESIDENT AND ADMINISTRATION REPORT**

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

- Enrollment is up higher than last 4 fall semesters with the exception of last fall.
- Dr. Bensimon’s presentation – stated ruled out socio-economic status and sexual orientation as why minorities were lagging in successes. Only race was issue. President Reyes – was not said. Haynes - Would like audio visual recording in future.
- Ed - Social justice is not an approved core value of District – more about campus culture.

**CONSENT AGENDA**

M/S (Pinoli/Ubelhart) 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 as submitted and presented at the meeting.

*Volunteers*

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

Trustees does hereby approve the volunteers as submitted and presented at the meeting.

*Correction –  
Faculty Contract*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the correction to the faculty contract of Cintya DaCruz, EOPS Counselor as presented.

*Promotion –  
Classified*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the promotion of Beronica Leon as presented.

*Resignation/Retire  
ment*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the retirement of Les Pfutzenreuter effective May 26, 2017 as presented.

*Temporary  
Additional  
Assignments*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approves the additional compensation for Debra Polak, Ulises Velasco, Matthew Gordon and Minerva Flores from September 1, 2016 through December 31, 2016 as presented.

*Donation*

**Other Items**

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donation by Tifany Lemmerz-Woskow as presented.

**ACTION ITEMS**

*2016-17 Adopted  
Budget*

After reviewing the proposed Adopted Budget presented for the 2016-17 year and discussion by the various board members, the following action was taken:

M/S (Myers/Ubelhart) to adopt the 2016-2017 Adopted Budget 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

*Signature  
Authorization of  
Acting Vice  
President of  
Education and  
Student Services –  
Resolution  
09-16-01*

After reviewing information provided the following action was taken:

M/S (Chaniot/Pinoli) that the Board of Trustees of the Mendocino-Lake Community College District does hereby adopt Resolution 09-16-01, granting signature authorization to Debra Polak, Acting Vice President of Education and Student Services from September 14, 2016 until rescinded.

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 College Assistance Migrant Program (CAMP) and a presentation on the High School Equivalency Program (HEP) was presented by Monica Flores, CAMP Director and Jackeline Orozco, HEP 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.

*Friends of the Mendocino College Coastal Field Station and Natural Sciences affiliate Constituents Group Reports*

A written report was submitted as information by Steve Cardimona, science professor and affiliate governing council member.

**Academic Senate:**

A written report was submitted as information by Academic Senate President Jason Edington.

**Classified:**

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

**TRUSTEE COMMUNICATION**

*Trustee Reports*

A written report was submitted by Trustee Haynes. Other trustees commented orally on their recent college-related activities.

*Future Agenda Items*

In reviewing the list from the August 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:

- How are college programs developed to fulfill local needs? Report next month or study session?
- How is the 40/60 split of statewide regional monies affecting Mendocino College Career Technical Education programs? Report next month
- What program data is reviewed and how does the process work for replacing full-time faculty who retire or resign? Report next month
- How are requests for information from trustees processed and either fulfilled or denied? No – answered by S/P Reyes @ meeting – send website with public information on salaries around state.
- Should the board hold a workshop focusing on what Mendocino College does to maintain the ecosystem? Workshop w/bio staff

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

- AP change to add thank you cards to applicants for board positions. – just add to AP and take to PPAC.
- Dual enrollment and concurrent enrollment – how it is going.
- Reports on committee work from college

*Adjournment*

M/S (Ubelhart/Myers) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 6:50 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