

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 12, 2018 at Mendocino College, 1211 Del Mar Drive Fort Bragg, 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	Rickie Farah	arrived at 5:30 PM

Secretary Arturo Reyes, Superintendent/President

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

Staff Representatives

Debra Polak, Vice President of Academic Affairs (present)
Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services (present)
Ulises Velasco, Vice President of Student Services (present)
Annette Loria, Interim Director of Human Resources (present)

Constituent Representatives

Academic Senate	Catherine Indermill, President (present)
Classified Senate	Tony Novelli, President (present)
Management/Supervisory/Confidential	Matthew Gordon, President (present)

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

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

Minutes Approval M/S (Ubelhart/Tomkins) to approve the minutes of the regular Board meeting held on August 15, 2018 as amended. The matter was approved with the following vote:

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

Public Comments on Closed Session Items

- There were no comments made by the public at this time.

CLOSED SESSION

The Board adjourned to Closed Session at 4:09 PM with Board President Geck stating items 2.1, 2.2, and 2.3 will be discussed in closed session.

OPEN SESSION

Report of Action Taken in Closed Session

The Board returned to open session at 5:30 PM with Board President Geck reporting no action taken in closed session.

Public Hearing on the Proposed Adopted Budget – Time Certain – 5:30 PM

Board President Geck suspended the regular meeting at 5:30 PM and opened the public hearing on the proposed Adopted Budget. With no comments made by members of the public, the public hearing was then closed at 5:31 PM.

Board President Geck resumed the regular meeting at 5:31 PM.

Public Comments

- Barbara Rice addressed the board as a member of the Foundation and the Chairperson of the Friends of the Mendocino College Coast Center. She thanked the board for their willingness to assume the Coast Center as part of Mendocino College.

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Reyes.

President Reyes added there will be a candidate information meeting held on September 21st at 4:00 PM and will for be for all the candidates currently running for trustee seats. Presentations will be made by our three Vice Presidents outlining the programs and services in each of their individual areas of the college.

CONSENT AGENDA

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

Ayes	Haynes, Geck, Tomkins, Ubelhart, Pinoli, Chaniot 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 pending receipt of all necessary employment eligibility requirements.
- Employment – Part-Time Faculty* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve employment of the Part-Time Faculty for the Fall 2018 semester as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.
- Volunteers* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as submitted and presented at the meeting.
- Employment – Classified* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Narayan Henneberger, Automotive Lab Technician effective September 13, 2018 pending receipt of all necessary employment eligibility requirements.
- Employment – Classified Categorically Grant Funded* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Griselda Madrigal Lara, HEP Outreach Specialist effective September 13, 2018 pending receipt of all necessary employment eligibility requirements.
- Employment – Management/Supervisory/Confidential* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Amanda Xu, Dean of Centers, effective October 1, 2018 as presented.

Other Items

- Donations* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donated item from Allysa Ravasio as presented.
- Sale of Surplus Property* *RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby authorize the sale of the surplus property as listed on attachment A and further authorizes staff to dispose of property with an insufficient value to defray the costs of arranging a sale in a manner consistent with the College's commitment to recycling.

ACTION ITEMS

- 2018-19 Adopted Budget* After reviewing the information presented and discussion, the board took the following action:

M/S (Tomkins/Ubelhart) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt the proposed 2018-19 Adopted Budgets as presented and shown on attachments A through I with the following vote:

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

*Big Picture –
Recent Community
College News
Across the State*

Vice President Polak and Dean Montes presented information on the new legal mandates currently in place. Included in the presentation was information about AB705 and the Math and English pathways to successful completion. Vice President Polak shared the feeling across the state is this is an opportunity for our students to effectively and successfully complete transfer level courses in Math and English.

Beginning with the Fall 2019 semester, a one-year pathway must be in place for both Math and English. This pathway is not only required but must also have a minimal impact to a student’s financial aid and the number of units involved. Students will no longer be required to take more than one year of courses below transfer level.

Both our English and Math departments have been diligently working on their transfer level courses and looking about the various ways we can get our students into those classes.

Vice President Polak and Dean Montes also shared the previous pathways in place in both English and Math as information.

As we move forward with these mandates, we know the changes need to be data driven. There are many curriculum changes which need to be made now in order to meet the Fall 2019 timeline. Several areas of the college will be impacted by these changes with Admissions and Records and Information Technology being highly impacted due to the new placement guidelines and recommendations.

CCC Apply is being also being changed statewide so we are hoping those changes will be made in time to meet these new requirements. In addition, placement advising needs to be developed and the way we schedule our classes will need to change to incorporate these changes.

As part of the transition, we are currently in the planning stages to include a professional development opportunity for faculty during the Spring 2019 semester.

INFORMATIONAL REPORTS

*Mendocino College
Foundation, Inc.*

A written report was submitted by Katie Fairbairn, Executive Director of the Mendocino College Foundation, Inc. as information.

In addition, she shared information about foundation participation by coast constituents including the Fort Bragg Rotary matching program.

Constituents Group Reports

Academic Senate

A written report was submitted by Academic Senate President Catherine Indermill. In addition to her written report, she shared information about their recent classified staff recognition.

Classified Senate

A written report was submitted by Classified Senate President Tony Novelli.

Management/Supervisory/Confidential

A written report was submitted by Management/Supervisory/Confidential President Matthew Gordon.

Board Policy Additions and Revisions – First Reading

Board policies #4220 and #6505 were presented for review and information. Voting on these policies will take place at the October 2018 board meeting.

Student Housing

An update on the current status of student housing was provided by Superintendent/President Reyes.

Superintendent/Reyes added there will be a meeting on campus with representatives from DCA on September 24, 2018 where the group will review the actual sites for potential locations.

Trustee Pinoli also provided the members of the board a copy of his notes from the meeting with staff members at College of the Redwoods in July.

Campus Climate and Student Engagement Update

Superintendent/President Reyes provided an update on the work to be completed as a result of the campus climate and student engagement surveys. He added we are still in the planning and negotiation phase with Ruffalo Noel Levitz regarding adding a few opportunities for their staff to work with college constituents and students. Once a schedule for these opportunities has been confirmed, the information will be shared with the members of the board.

TRUSTEE COMMUNICATION

Trustee Reports

Trustees commented orally on their recent college-related activities.

Future Agenda Items

Items discussed as future agenda items approved by the board members included

- Board study session on climate survey results – possibly after January 2019 so new trustees have the opportunity to participate.

Adjournment

M/S (Myers/Ubelhart) RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby adjourn the meeting at 7:06 PM.

Ayes
Noes

Haynes, Chaniot, Myers, Geck, Ubelhart, Pinoli and Tomkins
None

Abstentions None
Absent None

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