

**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 9, 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	arrived at 4:12 PM
	Trustee	Noel O’Neill	present
	Student Trustee	vacant	

Secretary Timothy Karas, Superintendent/President

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

<i>Staff Representatives</i>	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)

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

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

Approval of Minutes M/S (Tomkins/Nickerman) to approve the minutes of the regular board meeting held on August 12, 2020 as presented. The matter was approved with the following vote:

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

*Public Comments on
Closed Session Items*

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

CLOSED SESSION

The Board adjourned to Closed Session at 4:04 PM with Board President Pinoli stating items 2.2, and 2.3 would be discussed in closed session.

OPEN SESSION

*Report of Action
Taken in Closed
Session*

The Board returned to open session at 4:31 PM with Board President Pinoli reporting the following action taken in closed session: On Item #2.2, the Board voted unanimously 7-0 to reject Mr. Tripp’s claim and directed Administration to issue a Notice of Claim Rejection to Mr. Tripp. There was no action taken on Item 2.3.

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:

S/P Karas highlighted the following areas from the report:

Late January of 2020 we were lucky enough to receive a \$1,000,000 grant from the state to use for our construction program. We have since recruited and hired a full time faculty coordinator for this program who is currently working at getting the program up and running. He is also meeting with community members and the different K-12 schools in our district. In addition, there will be a new noncredit certificate coming forward as part of this program. Coordinator Woodhouse is also working to develop a list of any equipment needs as well as reviewing possible facilities for the program. Since our woodworking program has slowed considerably during the current pandemic, he is also utilizing the expertise of staff from that program to help move the construction program forward.

CONSENT AGENDA

M/S (Nickerman/Myers) 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 – Short-Term Non Continuing (STNC) Employees

*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 pending receipt of all necessary employment eligibility requirements.

Consideration to approve the personnel list – Part-Time Faculty

*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.

Consideration to approve the list of Volunteers

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

Consideration to Approve Classified Administrator Contract

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the Classified Administrator contract for Euline Olinger, Program Manager – ML ACE as presented.

Disabled Student Programs and Services

A presentation on the Disabled Student Programs and Services was presented by Nicholas Wright, Coordinator/Counselor for the Disability Resource Center.

Overall headcount reflects a 30% increase between 2015-16 to 2019-20 from 285 to 371 students. This increase began in the 2017-18 year which is also the timeframe of when a program coordinator was again in place. Once the new program coordinator was in place, we began leveraging more resources available in our community such as Redwood Coast Regional Center. The Department of Rehabilitation also refers students to our programs as well as the referrals we receive from many other organizations in our community.

The annual headcount in the program typically has less students in the fall semester than in the spring. The spring 2020 semester does reflect a lower number than the fall which we feel is likely due to our transition to online learning.

There are many categories of disability for which students schedule appointments for services. Mental health appointments lead in the number of appointments made followed by learning disabilities. There were a total of 1,048 appointments made for students with disabilities during the 2019-20 school year. This number is up from 930 appointments made in the 2018-19 year.

Funding is coordinated with the weighted student count but is also determined by how much the college invests in supporting the program.

The semester to semester retention rate in the program is currently at an

average of 83%. Coordinator/Counselor Wright shared that there is a collaboration across the campus from instructional faculty through the administration which reflects the support these students receive.

Historical success rates have hovered consistently between 62% - 71%.

Highlights from the spring 2020 semester show 57% of the students in the program are female. Ethnicity of the students reflects predominately white students (60.4%) followed by Hispanic students (25.74%), Native American students (6.93%), Asian students (2.97%) and African American students (1.98%). The program saw 20 graduates with 23 associate degrees and 11 certificates awarded in 2020.

Many students in the program achieve certificates plus many are pursuing associate degrees. The program also offers many non-credit classes including those in personal care such as cooking, etc. The top majors in the program tend to be those in helping professions such as child development or human services.

Trustees asked the following questions regarding the presentation:

Trustee Martinez stated she didn't realize we were engaging with so many different areas of the community but asked why we are seeing few representatives from the various ethnicities. Coordinator/Counselor Wright stated one theory is it may be related to a cultural stigma. We try to work with all agencies in our area especially those entities supporting various ethnicities. Getting people of color through the door is our real challenge. Various agencies in our community also contribute toward funding for the program as well as providing assistance for those students who need specialized services in order to attend classes.

Trustee Anderson said he was happy to see the various partnerships involved as well as the retention rates and the percentages for each of the degrees and/or certificates. He was also interested in the number of Native American students participating in the program especially in regard to how much of the overall funding those students receive.

Trustee Myers added it was a wonderful presentation and is an excellent program.

Trustee Nickerman stated he is impressed with everything the program has done and continues to do.

Trustee O'Neal noted the largest population reflects those with behavioral health issues. What kind of support do they receive if their issues are currently under control but resurface if the student is under stress?

Coordinator/Counselor Wright informed the board a more in-depth interview would take place which would ask specific questions regarding their specific issues and how they could be addressed should they arise.

Trustee Tomkins asked about the ID (Intellectual Disability) category. What is it and how does it work? Coordinator/Counselor Wright informed the board this category used to be referred to as mentally retarded. The criteria for this category is someone who has an IQ of less than 70 and are limited in 2 of the 3 adaptive behaviors which include caring for one's self, remembering to take meds, etc. The challenge for these students begins at birth and will most likely be a lifelong need. They are definitely enrolled as college students but participate in basic skills courses. Such courses may include helping students to write their name but may also be focused on the skills needed to live in the community or engage in a working environment. We receive a certain level of funding for these students.

Trustee Pinoli thanked Coordinator/Counselor Wright for the presentation and very much appreciates the passion he brings to his work.

INFORMATIONAL REPORTS

*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 additional to add.

*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 President Indermill. She highlighted the upcoming faculty lecture which will feature Phil Warf, Professor of Political Science presenting on Voter Suppression and Gerrymandering. This lecture will take place on October 6th with more information to come the next few weeks. This will be the first of a series of faculty lectures which will cover various topics throughout the year.

Classified Senate

A written report was submitted by Classified Senate President Mayra Sanchez 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.

TRUSTEE COMMUNICATION

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustee Anderson thanked the staff for all their hard work and dedication to the community.

Trustee Martinez expressed her thanks to everyone. She also mentioned the Trustee webinars conducted by the Community College League of California (CCLC) held on Thursdays at noon which are very informative and could be of benefit to all the trustees.

Trustee Myers thanked Superintendent/President Karas especially in light of the COVID-19 situation.

Trustee Nickerman shared the experience of a couple of his grandchildren who were experiencing difficulties trying to register for classes at Yuba College. He asked if they could register at Mendocino College to which he heard a resounding yes. We will take any students wanting to attend Mendocino College.

Trustee O'Neill added his praise for all the good work being done.

Trustee Tomkins thanked Superintendent/President Karas for his address to the Friends of the Lake County Center and added it was very well received. He would also like to have a presentation on Advisory Committees

Trustee Pinoli also added his thanks to everyone during these unprecedented times.

Future Agenda Items The current list of future agenda items includes:

- Diversity training for Board members
- Essential needs for Trustee onboarding
- Outreach to the community and the various tribes
- General information about advisory committees
- A workshop or presentation on the next phase plans for the three centers
- Additional information on the Coastal Field Station programs
- A virtual planning retreat for the Trustees with representatives from all three constituent groups present

Adjournment With agenda business concluded, Board President Pinoli declared the meeting adjourned at 5:35 PM.

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