

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES AGENDA - REGULAR MEETING**

September 9, 2020 – 4:00 PM

Zoom meeting information: [September 9, 2020 zoom meeting link](#)

Or by telephone phone dial: +1 346 248 7799 (US Toll)

Meeting ID: 961 2579 5633

CALL TO ORDER

1. APPROVAL OF AGENDA AND MINUTES

- 1.1 Agenda Approval
- 1.2 Approval of Minutes of the regular meeting held on August 12, 2020.

PUBLIC COMMENTS ON CLOSED SESSION ITEMS

This time is set aside for general public comments. Additionally, comments may be made at the time of discussion of any item. In accordance with the Governor's Executive Order N-29-20, Mendocino-Lake Community College Trustees will be conducting this meeting via teleconference. At the appropriate time on the agenda, the Board President will ask individuals joining the teleconference via phone wishing to make a public comment to unmute themselves by pressing *6 on their phone and state their full name. Individuals joining the teleconference via computer should list their name in the chat (i.e.: "Member of the public's name would like to speak during public comment"). Once the Board President has received a list of all members of the public who wish to speak, they will call upon each member to speak. After being recognized by the Chair, those wishing to make comments are asked to give their name, place of residence and affiliation, if any, and address their comments to the Board President. Trustees may ask questions of the speaker for clarification but will not discuss items that are not on the agenda. If appropriate, the Board may choose to refer the subject to College staff for research or for the item to be placed on a subsequent agenda.

2. CLOSED SESSION

- 2.1 Conference with Labor Negotiator – Pursuant to Government Code section 54957.6
Designated Representatives: Karas, Cichocki, Polak, Velasco and Marin
Employee Organizations: MCFT, MPFA, Management Team, MLCCCCBU
- 2.2 Conference with Legal Counsel – Anticipated Litigation – Pursuant to Government Code section 54956.9(d) 1 case
Government Claims Act claim from Perry Glenn Joshua "Two Feathers" Tripp dated August 18, 2020
- 2.3 Public Employee Discipline/Dismissal/Release – Pursuant to Government Code section 54957

RETURN TO OPEN SESSION

REPORT OF ACTION TAKEN IN CLOSED SESSION

PUBLIC COMMENTS

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3. PRESIDENT AND ADMINISTRATION REPORT

- 3.1 A report from Superintendent/President Karas is presented as information

CONSENT AGENDA

4. Personnel

- 4.1 Consideration to approve Personnel List – Short Term Non-Continuing Employees
Recommendation to approve the list of short-term non-continuing personnel as presented
- 4.2 Consideration to approve Personnel List – Part-Time Faculty
Recommendation to approve the list of part-time faculty as presented
- 4.3 Consideration to approve List of Volunteers
Recommendation to approve the list of volunteers as presented
- 4.4 Consideration to approve Classified Administrator Contracts
Recommendation to approve the classified administrator contracts as presented

5. BIG PICTURE

Disabled Student Programs and Services

A presentation by Nicholas Wright, Coordinator/Counselor of the Disability Resource Center

6. INFORMATIONAL ITEMS AND REPORTS

- 6.1 Mendocino College Foundation, Inc.
 - 8.1.A Mendocino College Foundation informational report
 - 8.1.B Friends of the Mendocino College Coastal Field Station and Natural Sciences affiliate report
- 6.2 Constituent Group Reports
Reports from constituent groups are presented as information

7. TRUSTEE COMMUNICATIONS

- 7.1 Trustee Reports
Written and oral reports from Trustees are presented as information
- 7.2 Future Agenda Items
Board discussion about topics to be included on future agendas

8. ADJOURNMENT

ADA Compliance: Persons with disabilities needing assistance, please notify the Superintendent/President's Office at 468-3071 no later than 24 hours prior to the scheduled meeting.

Agenda Packet and Supporting Documents Notice: The agenda packet and supporting materials can be found on the college website at : [Board of Trustee meeting documentation](#)

Future Board Meetings:

- *Regular Meeting – Wednesday, October 14,, 2020, 4:00 PM, via ZOOM*

ITEM NO: 2.2

DATE: September 9, 2020

SUBJECT: CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION -
INFORMATIONAL ITEM

SYNOPSIS:

Presentation of informational item discussed in closed session.

ANALYSIS:

In closed session the Board of Trustees discussed the attached document. Any action taken by the board will be reported out when they return to open session.

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, August 12, 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 (arrived at 4:05 pm)
	Trustee	Noel O’Neill	present
	Student Trustee	vacant	

Secretary Timothy Karas, Superintendent/President

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

Staff Representatives 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 (Nickerman/Martinez) 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
Advisory	None

Approval of Minutes M/S (Nickerman/Martinez) to approve the minutes of the regular board meeting held on June 10, 2020 as presented. The matter was approved with the following vote:

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

M/S (Nickerman/Martinez) to approve the minutes of the special board meeting held on July 16, 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

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

CLOSED SESSION

The Board adjourned to Closed Session at 4:05 PM with Board President Pinoli stating items 2.1, 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 4:18 PM with Board President Pinoli stating there was nothing to report out from closed session.

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:

Superintendent/President Karas highlighted the following areas from the report:

We have received notification from the ACCJC regarding our accreditation visit and have received the highest level of affirmation. It is a wonderful statement regarding the great work the management, faculty, and staff have done and continue to do.

The first day of classes will be Monday, August 17th with inservice being held this Friday, August 14th.

Enrollments as of today shows the summer semester as flat which during the current pandemic is excellent. Numbers are showing we are down about 7% for fall as of today. Many districts are reflecting a much larger decrease so this really isn’t significant bad news given the current pandemic situation. We have also reduced sections as well. Dr. Karas commended all of the constituent units for the work completed over the summer to develop a plan to

open and continue to keep our students and staff engaged. We look forward to beginning the semester on Monday.

Trustee Martinez asked about any COVID testing of staff that is being completed. Superintendent/President Karas informed the board the protocols currently in place require the use of masks by anyone on campus as well as we have asked anyone who does not need to be on campus to stay home.

CONSENT AGENDA

M/S (Myers/Martinez) 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 employ Full-Time, Categorically Funded Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Brenda Estrada as a categorical, full-time counselor for the FYI program effective September 1, 2020 and Noel Woodhouse as a categorical, full-time instructor in the SCT program effective August 14, 2020.

Consideration to employ Probationary Tenure-Track, Full-Time Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby employ Robert Parmenter as a probationary, full-time Head Librarian effective August 14, 2020 and Melissa Nole as a probationary, full-time Child Development instructor effective January 14, 2021, pending receipt of all necessary employment eligibility requirements.

Resignation – Classified

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the resignation of Darletta Fulwider, Financial Aid

Technician effective July 31, 2020.

Consideration to Approve Classified Administrator Contract

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the Classified Administrator contract for Dave Johnston, Director of Information Technology as presented.

Other Items

Fiscal Report as of June 30, 2020

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

Donations

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby accept the donated items from Matt Mandelker and Guy Batchelder as presented.

2020/2021 Mendocino College Catalog

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the 2020/2021 Mendocino College catalog.

ACTION ITEMS

Contracts and Agreements – Quarterly Ratification

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

M/S (Nickerman/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby ratify the contracts and agreements as presented with the following vote:

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

2020/2021 Appropriation Limit – Resolution #08-20-01

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

M/S (Tomkins/Nickerman) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution #08-20-01 establishing the Mendocino-Lake Community College District’s Appropriation Limit for fiscal year 2020/2021 at \$36,512,688.00 with the following vote:

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

Signature Authorization for

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

Superintendent/President – Resolution #08-20-02 M/S (Nickerman/Martinez) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 08-20-02 giving signature authorization to Timothy Karas, Superintendent/President from July 13, 2020 until rescinded as presented.

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

Rescind Original Signature After reviewing the information presented, the board took the following action:

Authorization #08-19-02 M/S (Nickerman/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby approve rescinding Resolution #08-19-02 which granted signature authorization to Eileen Cichocki as Interim Superintendent/President effective August 3, 2019 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/Nickerman) that the Mendocino-Lake Community College District Board of Trustees hereby adopts the additions and/or revisions to Board Policy 3518, Board Policy 3530, Board Policy 3570, Board Policy 5150, Board Policy 5570, Board Policy 6540, Board Policy 6750 and Board Policy 6900 as presented with the following vote:

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

Board Policy Deletions – Second Reading After reviewing the information presented 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 deletion of Board Policy 503 as presented with the following vote:

Ayes	Anderson, Martinez, Myers, Nickerman, O’Neill, Tomkins and Pinoli
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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 Fort Bragg Unified 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 our students was presented by Vice President Cichocki, Vice President Polak and Vice President Velasco.

The majority of classes will be online for the fall 2020 semester. Our Deans have worked with faculty to develop a plan for those classes where face to face instruction is required. Class requirements include only small groups, stringent cleaning between sessions and with PPE required for both the faculty and student safety. The only way courses are allowed to meet face to face are to meet the required goals or requirements of the course.

We now have many new online resources available for faculty and students. There is a new Learning Center hotline available as well as peer-to peer help continuing to take place among faculty.

We have a welcome table manned by staff members stationed at the gate on the Ukiah campus with information to share with anyone who needs to come to campus. They are there to let anyone coming to campus what services are available and to remind everyone to wear a mask. All this coming from a welcoming and in some instances, a familiar face.

There are limited student services on campus on Mondays and Tuesdays only. Services are located only in the lower level of Library building and will continue through the first two weeks of semester.

The new Mendocino College Mobile app is now available for students to allow access to enroll in classes, obtain grades, etc. from their phones. We have found this to be very useful for our students and are pleased to have this resource available for our students.

COVID related funding sources – the first distribution came from the Federal Government in the form of \$1.3 million of which \$655,000 must be distributed directly to students. To date, we have disbursed \$585,000 with 718 students

having received payments. The other half of the \$1.3 million is to reimburse the institution for monies spent for institutional support. We are continuing to look at how best to use these funds but to date, most of the monies have been expensed in the form of stipends to faculty for converting their courses to an online format. Another portion will go to reimburse the college for revenue lost when students dropped their courses went their courses went online in the spring.

We also received an additional \$85,000 in CARES funding because of our HSI status which may be used in a similar fashion as the institutional support from the CARES Act only it is a little more flexible.

We also received a COVID-19 Block Grant in the amount of \$300,000 of which \$135,000 must be spent by December 2020.

The Facilities and Safety committee have developed and approved a reopening plan for once we receive approval to begin to meet again on campus. On August 7, 2020 the California Department of Public Health and Cal/OSHA issued guidance regarding such plans. Everything included in their documents was already included in our prepared plan.

There is a new online training released by Keenan with various short topics covered which we are asking all staff to complete. The training is mandatory for managers and supervisors.

When asked for questions from the board members regarding the presentation, the following questions were presented:

- Trustee Tomkins asked about what is happening with Middle College. Superintendent/President Karas stated we are working through the protocols set forth by the Ukiah Unified School District. At this time, the program is continuing but through distance learning and we are continuing to work with the school district as we move forward.
- Trustee Martinez asked if there has been any discussion on projected reopening date. Superintendent/President Karas informed the board there are no immediate changes planned for the fall semester. We will continue to reassess the situation as we move forward for the spring but our direction comes from the Chancellor's Office and the California Department of Public Health.
- Trustee O'Neill asked about what kind of training will faculty receive regarding online teaching pedagogy. Superintendent/President Karas informed the board that faculty members received training in CANVAS which is our online teaching software with many new trainings going forward especially in the area of equity. The state has come forward to offer many more tools and trainings for faculty and staff especially in the area of online learning.
- Trustee Anderson asked if students are receiving some type of orientation regarding COVID protection before entering classes. Many students are struggling in their daily lives. Are we expanding our counseling and mental health services? Superintendent/President Karas stated there are

protocols for face to face classes where face masks are required. If a student is not feeling well, the protocol is to send the student home. We don't take temperatures. We are following the guidelines issued by CAL/OSHA and the guidelines always evolving. Vice President Velasco informed the board regarding issue of mental health, we have 2 adjunct mental health counselors working with students. We are also doing in reach with students to connect with them and share the many resources which are available to them. We also have a series of workshops coming up.

- Trustee Nickerman stated he felt this was an ideal time to get involved in contract education. Superintendent/President Karas stated we currently have very robust dual enrollment enrollments with various school districts in our district.

Trustee Pinoli stated we will be returning to our regular big picture format in September with the COVID update being included in the President and Administration report.

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 to add.

Constituents Group Reports

Academic Senate

A written report was submitted by Academic Senate President Indermill. She stated she had nothing to add.

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 the work they have completed as the fall semester is beginning.

Trustee Martinez thanked the Foundation for the addition of the award honoring Ed Walsh. She also acknowledged Vice President Cichocki and the staff for the college being recertified. She closed her statement with take care of yourself – self-care is important.

Trustee Myers read the 2020/2022 catalog and it is very well done as well as the printed schedule for the fall.

Trustee Nickerman asked about what is being done with the \$1,000,000 for the Construction program. His question will be addressed in the President and Administration report next month.

Trustee O'Neill echoed many of the previous comments regarding the accreditation process and the work of Vice President Cichocki and the other members of the staff. He stated he is impressed with the work completed in light of the COVID crisis.

Trustee Tomkins added his homage to the work that has been completed during this time.

Trustee Pinoli thanked everyone for the immense amount of work to make the college an institution for the community especially during these trying times.

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? (this item will be addressed in the President and Administration report next month)
- 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

There was a request to add the following item:

Testing, referrals, etc. from the Disabled Student Programs and Services. This item will be folded into the previous DSPS item.

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 5:29 PM.

Submitted by:

Timothy Karas, Superintendent/President
Secretary, Board of Trustees

SUBJECT: PRESIDENT AND ADMINISTRATION REPORT

Dear Trustees:

The beginning of each academic year is exciting. We had a wonderful launch of the Fall semester. We held an online (Zoom) opening day on August 14, 2020. I want to thank Trustee Pinoli for providing a welcoming message to the district and attending the morning session.

Being flexible and adaptive to the current health environment has made us pivot many services and instruction. Putting students first is our mantra. An example was modifying our traditional Week of Welcome (WOW) to a pop-up reception/greeter tent by our Ukiah campus entry gate for two weeks. The table was staffed by two volunteers each day from 10 am until 6 pm. All the volunteers deserve a huge thank you.

In my quest to connect with our community partners, I have had the opportunity over the past month to attend the Workforce Alliance of the North Bay Mendocino Advisory Subcommittee meeting, participate in two Move 2030 workgroups focused on diversifying industry and technology implementation, and an introductory meeting with West Business Development Center. The strong work Mendocino College has done in the workforce sector opens opportunities for the district to partner with other groups and agencies to serve the residents of Mendocino and Lake counties.

As follow-up to a comment by Trustee Nickerman that Mayo Clinic Health Letter was an excellent source of information, we discovered that the Mendocino College Library has access to this publication through our online subscription to [Health Source – Consumer Edition](#). This is one of several health/wellness/nursing resources provided via the library. For a list of library databases available please visit: <https://libguides.mendocino.edu/az.php>

My report will highlight programs and updates on many topics including, the status of our construction program, a fiscal recap, and the excellent work being done by our service and instructional areas.

College Financials

The final financial transactions are currently being posted to close out the 2019/20 fiscal year. Fiscal Director Joe Atherton and the staff in Fiscal Services have been extremely busy finalizing the transactions that occurred prior to June 30, 2020. The final numbers are coming in better than budget in many categories. Director Atherton has been working with the external auditors, who will continue to review the transactions of the college for state and federal compliance. As in prior years, the audit will be presented to the trustees at the December meeting and will contain the final financial statements for the fiscal year which ended June 30, 2020.

Typically, at this September meeting, the board would review and approve an adopted budget for the fiscal year 2020/21. Due to the economic recession caused by the COVID-19 pandemic, the

Chancellor's Office delayed the due date for colleges to adopt a budget until October. Therefore, the trustees can expect the adopted budget for consideration at the October meeting. The Planning and Budget Committee (PBC) has reviewed the major assumptions that will inform the adopted budget. The budget will include many expenditure reductions that will help position the college to weather the economic challenges coming as a result of this recession.

The State of California budget for 2020/21 is challenged by a \$54 billion deficit. In terms of the impact on community colleges, the state did not cut community college budgets, but imposed \$1.5 billion in cash deferrals. Cash payments due to the colleges from February 2021 through June 2021 will not be paid until the following fiscal year. This will result in Mendocino College not receiving \$5.2 million in cash payments in 2020/21. Vice President Cichocki and Director Atherton are creating a cash flow projection to determine if the college needs to borrow funds in order to remain solvent on a cash basis. The college has not needed to borrow funds externally in nearly 20 years. During the previous economic downturn, the college was able to borrow from the Mendocino County Treasury. This time around, the cash deferrals are so large, and schools make up a large portion of cash in the Treasury, that it is unlikely the Treasury will have sufficient cash to loan schools. Vice President Cichocki is working with administration at MCOE to determine if schools in Mendocino County [as a whole] will have enough cash to get through the deferrals. If not, the college will need to participate in a Tax and Revenue Anticipation Note (TRAN) program. There are several agencies that offer pooled TRANs that help distribute the costs of the program over many schools and colleges. A TRAN is a loan of cash that is paid back at pre-determined times when the cash that has been deferred is received from the State. While cash deferrals are preferred to budget cuts, deferrals are one-time solutions that must be addressed in the state budget in future years. The magnitude of these deferrals is unprecedented and must be paid off before any additional funds will come to community colleges.

Construction Program Update

Overview Background: On January 31, 2020, Senator Mike McGuire held a press conference at Mendocino College announcing the granting of one million dollars to the College to support our Construction program and to promote Fire Recovery throughout our district. The funding was provided to address the need for a workforce in the Construction Cluster. Not only is demand strong for construction employment, but these jobs spur further economic and employment development as a result of supplier relationships and employee spending. The purpose of the investment by the State of California of \$1,000,000 is to provide support for our communities' recovery by addressing the labor shortage and preparing skilled workers for improved earnings and living wage attainment.

This project will build on the program and courses already available in the college catalog with the Sustainable Construction and Energy Technology (SCT), which include certificates in Construction, Renewable Energy, and Building Efficiency & Performance. There are currently fifteen courses within this discipline that can be offered.

Progress to-date: In spite of the COVID-19 pandemic, progress has been made in our construction program:

- A non-credit Certificate in Construction has been developed and approved through our local curriculum process. This includes several non-credit courses that are modelled after the *Construction Corps*—a short-term construction program introducing students to the various skills of the trades and preparing them for entry level work in the field.

- A full-time faculty/coordinator has been hired and has begun working this fall semester. Noel Woodhouse, a longtime SCT part-time faculty, will lead the redevelopment of the Construction program at Mendocino College.
- An additional faculty and classified staff from the Fine Woodworking program have had part of their workload reassigned this semester as a result of not offering Fine Woodworking classes due to the pandemic. They will assist Mr. Woodhouse in development.

Current Work: Noel Woodhouse is working with Dean of Career Education, Dennis Aseltyne, to plan for short- and long-term work. These activities include:

- Conducting an inventory of equipment and tools and identifying needs;
- Exploring pooling this funding with Strong Workforce Program funding and potential state matching funds to build a construction facility on the main campus or at the North County Center in Willits;
- Meeting with local established collaborative boards made up of educators, businesses, and workforce development agencies, such as the advisory board for the Ukiah High School Construction Corps meeting 9/2/20 made up of local building contractors in our District and building materials supply outlets in Mendocino County;
- Building partnerships with district high schools for dual/concurrent enrollment and pathways to and through college programs including a virtual meeting with CTE faculty and administrators from Mendocino College and Ukiah High School;
- Developing an advisory board specific to Mendocino College and this Fire Recovery program involving community partners in fire recovery efforts to date.
- Conducting a curriculum inventory and schedule analysis to identify needed updates to curriculum and to develop innovative scheduling strategies to make our program optimally relevant and accessible.

Current Challenges: Due to the pandemic, very few construction classes are offered this semester. While this may disrupt some momentum in enrollments in construction classes, we are hopeful that this planning period will allow us to present the community with a renewed marketing strategy as we rebuild to a more robust scheduling of classes.

Continued Innovations in Online Education Support

The same experienced online instructors who have been providing one on one assistance to new online teachers have created a collaborative resource for Mendocino College faculty. The Faculty Helping Faculty canvas shell launched last month. This Canvas shell houses a checklist for new faculty, videos made by our faculty explaining certain Canvas tools, and other resources for new faculty. It also has a discussion board and place where faculty can ask questions. History faculty member Neeka Aguirre will be maintaining the site this semester, moderating discussions, answering questions, and enriching the resources.

Every semester, on an established cycle, full-time faculty evaluate the courses of their adjuncts. Of course, this will look different this fall. Distance Education Director Varela and Instructors Nicholas Petti and David Pai are collaborating with the instructional deans to create a training on September 30 to better equip full-time faculty to evaluate online courses effectively and constructively.

Because Willits High School adopted Canvas as their online course platform, we have been able to provide their teachers with support including access to our Canvas site and recorded trainings.

Through an MOU we are also going to be partnering their faculty with ours to offer one-on-one assistance as they begin their first semester teaching with Canvas.

Centers Updates

During the past three weeks, the **Centers** have had on ground operational hours Monday-Friday from 8:30 am - 6:00 pm in order to assist students with a successful launch of their fall semester. This includes support with registration, financial aid, course supply pick up, lending library, ID cards, Chromebooks, and food pantry supplies. This availability has been shared in a welcome back video, as part of Passport to Learning (<https://www.youtube.com/watch?v=9C9-MKmpSqc>). In coordination with the **Coast Center** Friends of Mendocino College, the Coast Center has also been able to extend food pantry supplies and offer \$25 gift cards to Safeway to students in need. Through the **North County Center**, our educational site in **Covelo** continues to provide on ground availability three days a week, to assist in registration, as well as provide a much-needed resource, internet. On ground courses at the Centers remain sparse, however; English as a Second Language and Basic Skills students have had access to Canvas onboarding through the first three weeks of the fall term. Additionally, our EMT course at the Lake Center will host its skills portion on ground, as required for certification.

Each of the Centers also continue to serve our dual enrollment partners at 11 High School sites this Fall. An onboarding orientation was provided to new dual enrollment faculty prior to the start of the term. To better support dual enrollment students, online site specific dual enrollment orientations were made available (<https://www.youtube.com/channel/UCFHArHakNAs3qF6k6ab12vw>), encouraging dual enrollment students to take advantage of the student services available to traditional Mendocino College students.

Finally, the **Lake Center** is honored to recognize Mel O'Meara's 15 years of service with Mendocino College! Due to a technical error, we were not able to recognize this milestone at in-service. Mel is a dedicated adjunct math faculty responsible for the math literacy of 100s of Lake County students. We are honored to have him as part of our center team!

Career Education

The Career Education programs at Mendocino College were fully funded by Strong Workforce Program state legislated funding for the fourth year in a row. The Career Technical Education (CTE) instructors of Ukiah High School will meet with the Career Education Instructors of Mendocino College on Thursday 9/3/20 to discuss career education pathways for grades 6-14, dual enrollment, K-12/College strong workforce programs, current local/regional labor market indicators, and advisory board developments.

K12 Partnerships Continue

While maintaining dual and concurrent enrollment partnerships has been challenging during the move to online instruction, we have successfully maintained dual and concurrent enrollment opportunities with almost every high school in our district, including three charter schools. Our largest high school—Ukiah High—is engaged in a discussion with our instructional deans to identify college/career pathways for a CCAP agreement. This will enrich the experience of UHS students enrolled in college courses taught through their school. Additionally, the Middle College continues in its third year, adding a new class so that we now have 10th, 11th, and 12th graders enrolled in the

program. These high school students are taking some of their core classes online with high school teachers while also enrolling in college classes.

Virtual New Student Welcome

Over 100 students participated in the virtual New Student Welcome held on August 6 and 7. Faculty and staff from multiple departments, including the First Year Institute, EOPS, Financial Aid, Admissions & Records, among others, presented important information to incoming students. Recordings of the Zoom sessions held during the event are now linked to the New Student Welcome page for students to watch. Sessions on Financial Aid (in English & Spanish), General Counseling, FYI and online resources are currently available. More links will be posted soon.

20-21 FYI Cohort

The First Year Institute (FYI) currently has a cohort of 136 students. Each year, the goal is to serve 100 students; we have surpassed our goal and will take some additional students prior to the end of the semester.

Books & Item Distribution

FYI had an on campus, drive up textbooks and material distribution day on August 12. Over 30 students came by to pick up items; students who couldn't attend are able to pick up materials during regular library hours or at the centers during regular business hours. Over 70 students have received items from the FYI Lending Library which includes class textbooks, calculators, and Chromebooks.

Diplomas and Certificates

Mendocino College entered into a partnership with Parchment in Spring 2020 for the issuance of diplomas and certificates. This partnership allows students graduating in the Spring 2020 (and subsequent semesters) to receive a certified electronic award along with their printed award. The printed award is mailed to the student's home within 10-12 days of submission, and the electronic award is available immediately after the award information is submitted. Students can access and share the digital award with employers via email and post an image of their award on social media to share their achievement with friends and families. Of the 306 awards issued to date, 197 of the digital awards have been claimed and 52 students have shared their success on their preferred social media platform (LinkedIn, Facebook, Twitter).

College Assistance Migrant Program (CAMP) Update

In August, 25 CAMP scholars attended the New Student Welcome. 27 CAMP scholars participated in CAMP Summer Bridge classes - CCS 124 and LIB 200. We currently have 36 new CAMP scholars and 8 persisters, for a total of 44 CAMP scholars for the 20-21 cohort. We are still recruiting, connecting with CAMP liaisons from Migrant Education, TRiO, and high school counselors. The outreach includes sharing the message that CAMP is still accepting applications, a two-minute Passport CAMP video, and online fillable CAMP application. We have also promoted CAMP on all of our social media outlets and created a LinkTree link to share with current CAMP scholars to stay up to date. CAMP counselor, Maria, has been keeping busy and has met with all new and persister CAMP scholars to work on education plans, and the CCS 119 is well underway.

Financial Aid

The Financial Aid Office staff are busily working on completing student files and awarding students their financial aid while also closing out the 2019-2020 academic year. This year's preliminary numbers show that we disbursed \$5,055,114 in Pell Grants for 2019-2020 compared to \$4,640,913 in 2018-2019. The Cal Grant program saw a dramatic increase in the amount disbursed to students due to the increased award for those with dependent children. The Cal Grant B award increased from \$1,672 to \$6,024 and the Cal Grant C award increased from \$1,094 to \$4,000 for students with dependent children. In 2019-2020 we disbursed \$754,241 of Cal Grant awards compared to \$454,488 in 2018-2019.

The staff is also getting ready for the 2021-2022 FAFSA and CA Dream Act application which opens on October 1, 2020. We are in communication with our local high schools to offer virtual FAFSA/CA Dream Act workshops for students and parents. We are also strategizing on how to possibly offer in-person workshops to our current and incoming students and parents.

EOPS/CARE

The EOPS program had 38 students attend the New Student Welcome who were accepted into EOPS. We currently have 79 students who are new to the EOPS program for Fall 2020 and 286 continuing students. Compared to last year, we are seeing a decline in students applying for the program and an increase in students who are not completing program requirements. We have 66 students who are eligible for EOPS but haven't completed the online orientation or Mutual Responsibility Contract. We are contacting these students by phone/text to remind them of the next steps for them to start receiving services. We continue to invite students to apply to the EOPS/CARE program.

On August 13, new and continuing, students attended the drive-thru Kick-off event where they picked up their "Tools for School", a set of school supplies and lending library textbooks.

Final numbers for EOPS show that we served an unduplicated headcount of 589 students in 2019-2020, which is an increase of 53 students compared to 536 in 2018-2019. While CARE served an unduplicated headcount of 30 students in 2019-2020, which is an increase of 8 students compared to 21 in 2018-2019.

Counseling Update

Counselors are connecting and serving students via telephone, email, Cranium Café, Zoom, and often deploying multiple platforms concurrently. The remote learning environment has required that counselors and support staff adapt in order to reach students in the platform that is most convenient to them. Additionally, past practices in scheduling and utilizing all our counselors, both full-time and adjuncts, proved to be not applicable in the current environment. Not until the week prior before the start of the semester did we experience the rush from students to schedule counseling appointments. With the cooperation, understanding, flexibility and accommodating spirit of our adjunct counselors, six adjunct counselors were scheduled to assist the week prior and the first week of the semester with only a weeks' notice. Dean Lopez will continue to monitor peek windows of high need and consult with the adjunct counselors moving forward.

SUBJECT: EMPLOYMENT – SHORT TERM NON-CONTINUING EMPLOYEES

SYNOPSIS:

Approval/ratification of employment of short-term non-continuing (STNC) employees is requested.

RECOMMENDATION:

The Superintendent/President recommends approval of this Board item as presented.

ANALYSIS:

Education Code 88003 authorizes a governing board to hire short-term (temporary, hourly) employees for less than 75% of a school year, up to 180 days.

Education Code 70902(d) permits a governing board to adopt a rule delegating the authority to hire short-term employees to the Superintendent/President, or designee. This district has adopted such a rule in Policy No. 703.

EC 88003 was amended to require districts to specify at a regularly scheduled Board meeting the service to be performed, as well as the start and end dates of the service.

Reference Board Policy 703, Employment of Short-Term, Substitute Employees

MOTION/ACTION:

RESOLVED, That the Mendocino-Lake Community College Board of Trustees hereby approves/ratifies the employment of the short-term non-continuing (STNC) employees as presented pending receipt of all necessary employment eligibility requirements.

Short Term Non Continuing (STNC) Employees

(Individual assignments may not exceed 180 days within the start and end date)

Last Name	First Name	Position	Department	Start Date	End Date
Allard-Wilcox	Monet	Ag Aide I	Agriculture	9/10/2020	12/31/2020
Blundell	Ian	Ag Aide I	Agriculture	9/10/2020	12/31/2020
DeFranco	Virginia	Custodian	Facilities	8/16/2020	12/31/2020
Fisk-McCarthy	Monte	Ag Aide I	Agriculture	9/10/2020	12/31/2020
Gallardo	Maricella	Library Specialist	Library	8/25/2020	10/31/2020
Hill	Andy	Ag Aide I	Agriculture	9/10/2020	12/31/2020
Humphry	Alex	Security/Utility Worker	Facilities	8/24/2020	12/11/2020
Larov	Nicholas	Security/Utility Worker	Facilities	8/24/2020	12/11/2020
Luciani	Talya	Ag Aide I	Agriculture	9/10/2020	12/31/2020
Moreno Peredia	Oscar	Special Populations Outreach Specialist	HEP/ML ACE	10/1/2020	12/22/2020
Muniz Madrigal	Maria	Program Assistant	HEP	8/24/2020	12/23/2020
Ratliff	Diana	Library Assistant	Library	8/21/2020	10/31/2020
Ruiz	Gubed	Instructional Aide	Auto	8/16/2020	12/23/2020
Schwarm	Crystal	Administrative Assistant I	Student Services	8/16/2020	8/27/2020
Trejo	Maria	Custodian	Facilities	8/16/2020	12/31/2020
Trejo	Ma Concepcion	Custodian	Facilities	8/16/2020	12/31/2020

Student Employees

(Individual assignments may not exceed 180 days within the start and end date)

Last Name	First Name	Position	Department	Start Date	End Date
Au	Daniel Kam Shing	ASMC Vice President	ASMC	9/10/2020	6/30/2021
Bray	Leland	Lake Representative	ASMC	9/10/2020	6/30/2021
Sokchinda Chan	Jenevie	Ecology Director	ASMC	9/10/2020	6/30/2021
Valdespino	Gisselle	ASMC President	ASMC	9/10/2020	6/30/2021
Woolfolk	Noe	Tutor	Learning Center	8/25/2020	12/11/2020

Non-Student Tutors

(Individual assignments may not exceed 180 days within the start and end date)

Gallegos-Ruiz	Miriam	Tutor	HEP/ML ACE	10/1/2020	12/18/2020
Hernandez	Fatima	Tutor	HEP/ML ACE	10/1/2020	12/18/2020
Schlerf	Haley	Tutor	MESA	9/1/2020	12/11/2020
Urzua	Luis	Tutor	MESA	9/1/2020	12/11/2020
Vivas-Navarro	Monica	Tutor	HEP/ML ACE	10/1/2020	12/18/2020

SUBJECT: EMPLOYMENT – PART-TIME FACULTY

SYNOPSIS:

Employment of Part-Time Faculty for the Fall 2020 semester.

RECOMMENDATION:

The Superintendent/President recommends approval of this Board item as presented.

ANALYSIS:

The Deans recommend employment of the Part-Time Faculty included on the attached list. Each individual meets the state-mandated qualifications or the District's equivalency policy for the assignment or possesses a valid, applicable credential.

Reference Board Policy 7120, Recruitment and Hiring

MOTION/ACTION:

RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the employment of the Part-Time Faculty for Fall 2020 semester as presented pending receipt of all necessary employment eligibility requirements.

EMPLOYMENT – PART-TIME FACULTY FALL 2020 SEMESTER

Name	Position	Location
Aleman, Myrna	Nursing - Registered Nursing Instructor	Ukiah
Hoover, Megan	Nursing - Registered Nursing Instructor	Ukiah
Schwartz, Larry	Physical Education - Fitness	Online
Witzel, Heather	Nursing - Registered Nursing Instructor	Ukiah

***Met minimum qualifications through equivalency process.**

SUBJECT: VOLUNTEERS

SYNOPSIS:

Approval of volunteers

RECOMMENDATION:

The Superintendent/President recommends this item be approved as presented.

ANALYSIS:

Individuals may volunteer their services to the District, but only authorized volunteers approved by the administration and the Governing Board are entitled to workers' compensation benefits. No volunteers are agents of the District. (Labor Code 3364.5; Board Policy No. 702) The following volunteers approved by the administration are recommended for Board approval:

<i>Name</i>	<i>Assignment</i>	<i>Assignment Dates</i>
Allen, Emily	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Atherton, Melissa	Melissa is a PT Faculty member in ATH. This fall she will serve as a volunteer for the ATH conditioning classes for softball.	9/9/2020-12/15/2020
Bawcom, Julie	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Bawcom, Jim	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Bellows, Fred	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Blundell, Clay	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Blundell, Ian	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Blundell, Maia	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Bour, Jeff	Jeff would like to volunteer as an assistant for one of the sections of the ATH conditioning for softball classes.	9/10/2020-12/15/2020
Cardimona, Warren	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Carter, Bonnie	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Carter, Jared	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021

<i>Name</i>	<i>Assignment</i>	<i>Assignment Dates</i>
Clark, Phil	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Farmiloe, Jessie	Jessie is a PT faculty member in PE/ATH. This fall she will be volunteering as an assistant for the ATH Softball conditioning class.	9/10/2020-12/15/2020
Foote, Roger	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Forsell, Douglas J.	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Franz, Conner	Connor is a PT faculty member for ATH classes. He would like to volunteer for the Fall ATH conditioning class for baseball.	9/10/2020-12/15/2020
Freedman, Jonah	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Goss, Elena	Last Fall, Elena was STNC as an assistant volleyball coach. Without sports this fall, she would like to volunteer in the ATH Conditioning class for volleyball.	9/17/2020-12/11/2020
Hutchings, Shane	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Koeninger, Wade	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Koeninger, Max	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Larke, Julia	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Mello, Preston	Preston is a student at MC who would like to volunteer as an assistant for one of the sections of ATH conditioning for baseball.	9/10/2020-12/15/2020
Myers, Lynda	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Ronco, Jeremy	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Sinclair, Nick	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Smith, Bill	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Trouette, Jeff	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Twyman, Dan	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021
Urton, Beverly	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021

<i>Name</i>	<i>Assignment</i>	<i>Assignment Dates</i>
Wagner, Courtney	As a member of the FMCCFSNS affiliate, will participate in work projects and/or outreach activities at the coastal field station.	9/10/2020-6/30/2021

Reference Board Policy 702, Volunteers

MOTION/ACTION:

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

SUBJECT: CLASSIFIED ADMINISTRATOR CONTRACTS

SYNOPSIS:

Approval of classified administrator contracts.

RECOMMENDATION:

The Superintendent/President recommends that this item be approved as presented.

ANALYSIS:

Section 72411(a) of the Education Code states that educational administrators shall be employed and classified administrators may be employed by the Board of Trustees by contract up to four years in duration. At this time, the following classified administrator contracts are recommended for approval.

One Year (Categorical) Contract:

Euline Olinger, Program Manager – ML ACE
Classified Administrator Contract, 10/1/2020-6/30/2021

Reference Board Policy 7120, Recruitment and Hiring

MOTION/ACTION:

RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the classified administrator contract as presented.

ITEM NO: 6.1.A
DATE September 9, 2020

SUBJECT: MENDOCINO COLLEGE FOUNDATION REPORT

SYNOPSIS:

A report from the Executive Director of the Mendocino College Foundation is submitted as information.

ANALYSIS:

Foundation staff have begun the process of updating multiple mailing lists to both donors and potential friends of Mendocino College. We anticipate this taking a few months. An initial experimental mailing has occurred and an analysis of the mailing will be conducted in late September.

The Foundation's donation page on the website will be under-going some additional changes and refinements.

The first ever newsletter for alumni of the Adopt A Fifth Grader program is being developed. We are hopeful to mail out the newsletter in October. It is our intention to provide outreach activities at least twice per year in order to keep the alumni engaged and excited about attending Mendocino College.

Special thanks to the Community Foundation of Mendocino County for their recent gift of \$10,000 for the Mendocino College Food Pantry.

Staff have been applying for grants from local grocery stores in order to identify additional funding for the Food Pantry program.

The Student Emergency Fund is active and students enrolled in the Fall semester have been applying for aid.

Staff are assisting affiliate organizations with possible gifts, donations, and setting up online giving sites.

A series of news releases celebrating student success and donor thank you's are in progress and will be coming out during the fall semester.

The Foundation's Fall newsletter will be distributed in early October.

SUBJECT: FRIENDS OF THE MENDOCINO COLLEGE COASTAL FIELD STATION
AND NATURAL SCIENCES AFFILIATE REPORT

SYNOPSIS:

The following informational report was submitted by Dr. Steve Cardimona, Professor of Earth Science.

ANALYSIS:

From the Field:

- Researchers with the UCSC MARINE project were approved for a return visit to our field station property in July. Although COVID-19 mitigation steps would not allow their use of the buildings/facilities, they used our field station property as a way to access the intertidal zone for their abalone count (no disturbance/collections). They previously visited in 2011, and this was an important return trip as part of their long term monitoring project. (pacificrockyintertidal.org, <https://marine.ucsc.edu/methods/index.html>).

From the Faculty:

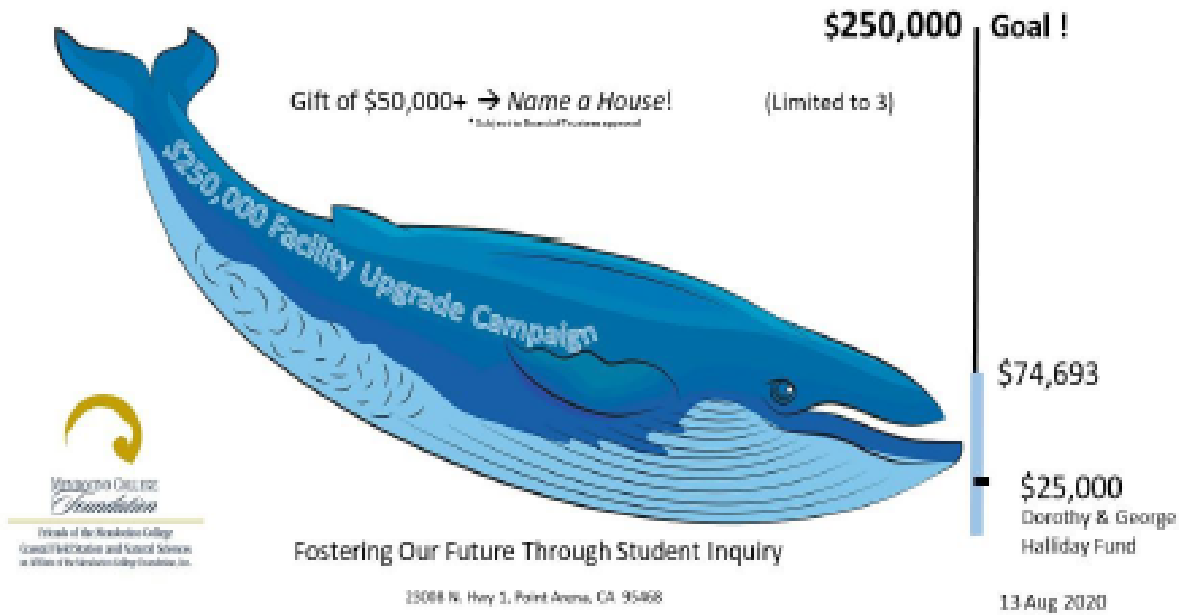
- With a hopeful eye toward a semblance of normalcy before the end of the fiscal year, a list of, and forms for, 26 volunteers has been submitted for approval.
- A draft limited-use protocol for the field station has been developed with relevance to COVID-19 mitigation. All use is on hold, however, in line with the college focus on essential functions and limited in-person activities.
- As you might already know, the college has an earthquake seismometer installed in the science building on the Ukiah campus. A second instrument was purchased last year to be installed at the field station. A new report published in Science, with an analysis of datasets from over 300 seismic stations in 78 countries including the Mendocino College Raspberry Shake seismometer, was able to demonstrate that ambient seismic noise levels were reduced in many countries and regions around the world due to COVID-19 pandemic lockdown measures. The report used the seismic data to visualize the resulting “wave” of lockdown effects starting in China, then moving to Italy and the rest of the world. This seismic noise reduction represents the total effects of physical / social distancing measures, reduced economic and industrial activity and drops in tourism and travel. The 2020 seismic noise quiet period is the longest and most prominent global anthropogenic seismic noise reduction on record. Global quieting of high-frequency seismic noise due to COVID-19 pandemic lockdown measures, Thomas Lecocq et al., Science, 23 July 2020: eabd2438, DOI: 10.1126/science.abd2438

From the Friends

- Building on the Foundation’s donation to our affiliate of \$25K from the Halliday Trust fund, our capital campaign continues! So far enough additional funds have been raised to bring us just shy of 30% toward our ambitious goal!

- Please consider participating in this campaign with your own donation, and help to support this college facility and all the students who gain the benefit of being able to access this amazing educational resource.

Mendocino College Coastal Field Station



SUBJECT: CONSTITUENT GROUP REPORTS

SYNOPSIS:

A report from the Constituent Groups to the Board of Trustees is submitted as information.

ANALYSIS:

Academic Senate:

The following report was submitted by Academic Senate President Catherine Indermill:

The Academic Senate has completed its annual training related to legislation and local protocols that regulate faculty responsibilities and our role in participatory governance. We have engaged in initial dialog about how we serve as campus leaders in our efforts to create equity, be inclusive and combat structural racism at the college, in new and increasingly meaningful ways. At our first faculty meeting of the academic year (September 3), senators plan to lead a discussion of these issues. In addition, during In Service faculty participated in Departmental Workshops to begin a “cultural review” of the curriculum. We discussed the courses in our disciplines to determine how to better infuse diversity (e.g., race, culture, gender, sexual orientation, socio-economic status, age, disabilities) into the topics and scope of the course. Groups began the work to identify activities, assignments, discussions, course materials, etc. that can enhance how we educate students about diversity. The Academic Senate and Curriculum Committee have begun discussions about how to assess the Course Outline of Record to ensure we are consistently teaching from an equity lens.

This month I will highlight the recent work of Assistant Professor Neeka Aguirre as she is spearheading a new public lecture series focused on history, society, and social justice. This lecture series is an innovative way for the college to engage in dialog and provide leadership for our students and community about current events and the challenges facing all of us today. Initially, our faculty will speak about topics about their interests, research and expertise as it relates to these topics. It is expected that other leaders from the community will be featured, as well. The intent is for the lectures to be cross disciplinary and cross cultural in order to explore our society from various angles and from many different lenses. Aguirre wrote in part: “... it is our responsibility and honor to act in a leading public role in the district”. In addition, this lecture series supports the part of our Mission that is to be an “intellectual, economic and cultural anchor for the region”. The lecture series will provide an opportunity for us to learn, examine and grow in positive and meaningful ways and strive for a more equitable and just society. So, please save the date for the first lecture: October 6 at 6:00pm via Zoom.

Classified Senate:

The following report was submitted by Classified Senate President Mayra Sanchez:

In August, members of the Classified Senate and managers held a kickoff meeting with our Caring Campus coach Jordan E. Horowitz. Caring Campus is described by Mr. Horowitz as:

- An intentional effort to make students feel welcome and a sense of connectedness to Mendocino College
- Engages the underutilized professional staff who are typically missing from student success efforts
- Helps professional staff connect with one another and with other employee groups to create a positive college environment
- Creates behavior change that influences culture change across campus
- Causes the college to re-examine policy barriers to student success

Our next step goal has been identified as garnering one member from each campus department who will participate in the virtual coaching visits with the Caring Campus representatives.

The classified staff is very fortunate to take part in this initiative and would once again like to thank Vice President Cichocki and Vice President Velasco for helping us become one of only 18 colleges chosen from across the state to participate in this exciting opportunity.

Management Team:

The following report was submitted by Management Team President Janelle Bird:

At the August Management Team meeting, discussions continued about the COVID-19 issues facing our departments and how to improve our efforts to serve students. With fire season in full effect, we also revisited the measures our team will be taking to keep our campus locations safe during any potential Public Safety Power Shutoffs (PSPS).

Oral reports by other constituent group leaders may be presented at the meeting.

ITEM NO: 7.1
DATE: September 9, 2020

SUBJECT: TRUSTEE REPORTS

SYNOPSIS:

Individual Trustees share their Board related activities with the full Board.

ANALYSIS:

Oral reports by Trustees may be presented at the meeting.

SUBJECT: FUTURE AGENDA ITEMS

SYNOPSIS:

Input and discussion by board members regarding items to be included on future agendas.

ANALYSIS:

Items currently on the list include:

- 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