A. Closed Session

1. Call to Order, Roll Call, Adoption of Agenda, Closed Session

The Board of Trustees of the Marin Community College District met in the SS A&B conference room on the Kentfield campus, all members having received notice as prescribed by law. Board President Conti called the meeting to order at 5:25 p.m. All publicly elected Trustees were present except Trustee Namnath, who arrived at 5:35 p.m., and Trustee Dolan, who arrived at 5:37 p.m. Dr. David Wain Coon, Al Harrison, Linda Beam, and David Casnocha were also in attendance.

M/s (Treonor/Hayashino) to adopt the agenda. The motion passed by a vote of 5-0.

There was no one present who wished to address the Board on the items listed to be discussed in closed session, and the Board went into closed session at 5:40 p.m.

The closed session recessed at 6:32 p.m.

B. Regular Meeting

1. Call to Order, Roll Call and Adoption of Agenda

Board President Conti reconvened the meeting of the Board of Trustees of the Marin Community College District in open session at 6:45 p.m. in the cafeteria on the Kentfield campus. All publicly elected Trustees were present and Student Trustee Parker was also in attendance.

M/s (Long/Treonor) to approve the agenda. Requests were made to adjourn the meeting
in honor of Kay Ryan, our former Poet Laureate and current Pulitzer Prize winner, and in memory of Betty Dickey, former court reporting faculty member, and Supervisor Charles McGlashan, a strong supporter of the college. The motion to approve the agenda with these additions passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).

2. **Report of Closed Session for April 19, 2011**
   Board Clerk Namnath reported that no action was taken.

3. **Citizens’ Requests to Address the Board on Non-Agenda Items**
   Several individuals addressed the Board in support of the High Tech Center. Mark Levy, a former High Tech Center student, appealed to the Board not to suspend the program, noting that a lot of people depend on it and you can’t put a price on becoming self-sufficient. With the help he received from instructor Harriett Eskildsen he has been able to overcome a disability he’s had since 1993 and to start his own business.

   Laurie Hoey stated that she had a stroke 6 years ago and that since finding the High Tech Center program she has progressed in memory and problem solving skills. She commented that she is close to returning to her former quality of life and urged us not to cut the program.

   Harriett Eskildsen read a statement to the Board (copy attached) describing the progress made by many of her students at the High Tech Center and noting that the success of her students fulfills COM’s mission. She stated that we must continue to serve our students and that it would be a real loss to the community if the High Tech Center were closed.

   Gay Conway stated that the High Tech Center program has made it possible for her to live in her own home and has helped her with memory and problem solving skills. She commented that she can do all the things she did before her stroke and is able to have an active social life. Ms. Conway commented that has paid taxes and supported COM since 1963 and now needs the help of COM to continue this program.

   Larriece Stuart stated that she has worked with Harriett Eskildsen for 15 years and that she can’t express how much she appreciates the help she has received with her learning disabilities. She commented that a lot of people will fall through the cracks if we take away this program.

   Renee Sayles, president of the Disability Rights Club on campus, commented that our DSPS program gives many people an opportunity for a better life. She stated that many people from Harriett Eskildsen’s class have come to her club meetings and have been saying they are sad that the High Tech Center will close and are afraid they won’t be able to get a job. Ms. Sayles stated that the club feels the High Tech Center is an absolute necessity for this campus.

   Jennifer Fung, a COM student since fall 2002, stated that she has high functional autism and is devastated to hear that the High Tech Center will shut down. She stated that Harriett and Ducey are the greatest instructors and begged the Board not to shut down the High Tech Center.
Barbara Jackson stated that she was in a severe car accident in 2000 and suffered severe brain injury with a 3% chance of living. When she first came to Harriett Eskildsen’s class she didn’t want to do anything and is thankful that Harriett was a taskmaster because she has made progress and has been able to get a driver’s license. She read a letter from Karen Boyd (copy attached) supporting continuance of the High Tech Center. Ms. Boyd is retooling for a new career in actuarial science after 20+ years working as a public health nurse and has found the HTC to be most important in nurturing her mental abilities. In her letter she urged the Board to preserve and enhance this most valuable and valued program.

Mark Levy read a letter from Laura Heidenreich (copy attached) expressing her disappointment at seeing the lab close. Her letter describes how the ongoing instruction she has received from Harriett Eskildsen, Director of the High Tech Center for the Disabled, has helped her to overcome educational obstacles. Her disabilities are no longer barriers prohibiting her from attaining her academic goals.

Trustee Namnath entered a letter from Sarah Fagan Greenberg (copy attached) into the record. Her letter describes how Harriett Eskildsen’s innovative curriculum has helped her husband recover from the effects of a stroke, improve his memory and other cognitive skills, and once again be able to help others in his life. In her letter Ms. Greenberg urged the Board to keep this program and its students alive.

President Coon commented that a full report on the DSPS budget will be presented at the next Board meeting.

4. **Chief Executive Officer’s Report**

Dr. Coon acknowledged Mo in the cafeteria for providing coffee and cookies at tonight’s meeting. He announced that we will be contacting Kay Ryan to see how we can help her celebrate her newly won Pulitzer Prize for poetry.

a. **Community Relations Update**

   Superintendent/President Coon reported that two successful community forums were recently held to obtain input on the design of the New Academic Center.

b. **Accreditation Update**

   President Coon reported that the college community has been making good progress toward addressing the WASC recommendations for the October 2011 Follow-Up Report.

c. **Legislative Update**

   Dr. Dale Shimasaki, Stephen Rhoads and Esperanza Ross of Strategic Education Services, presented a legislative update (copy attached) to the Board covering the state budget, basic aid, the April 14 State Senate budget hearing on the impact of an all-cuts budget on education, redevelopment, pension proposals, student success, and other legislative issues. Key points included the following:

   - The state has a $26 billion deficit and $11 billion in cuts have been made so far
   - The new governor’s #1 priority is resolving the budget deficit and everything is negotiable
The governor’s response to higher education leaders was that they would have to wait for the outcome of tax extensions.

- An all cuts budget could result in $800 million in cuts to community colleges and 400,000 fewer students would be served.
- The possibility of cuts to basic aid is a legitimate concern.
- The governor’s redevelopment proposal could provide COM with an estimated $5 million.
- Pension reform is a serious problem and the state’s retirement costs need to be controlled.
- There is an increased emphasis on student success which might lead to statewide policies on assessment and priority enrollment for transfer, career tech and basic skills.
- Categorical education funding is moving toward more flexibility.

The Trustees thanked the presenters for their informative and comprehensive report.

5. Academic Senate Report
Sara McKinnon, Academic Senate President, reported that she is in the middle of organizing the Senate election and that she attended the Senate Plenary over the weekend. She congratulated Kay Ryan for winning the Pulitzer Prize and expressed the Senate’s sincere relief that the UPM contract has been settled. She asked the Board to give serious consideration to the issue of increasing the number of full-time faculty at College of Marin and distributed an outline of how the Academic Senate interacts with the Board and the union according to Title 5 and the Ed Code. A copy of Ms. McKinnon’s report is attached to the minutes as part of the official record.

6. Classified Senate Report
A written report (copy attached) from Andrea Hunter, Classified Senate President, is attached to the minutes as part of the official record.

7. Student Senate and Student Association Report
Student Trustee Parker reported that the ASCOM and Student Senate election is coming up and will be conducted online. A proposal to merge ASCOM and the Student Senate into one body will be voted on during the election.

8. Board Study Session
   a. 2011 ARCC Report
President Coon introduced Dr. Chialin Hsieh, Director of Planning, Research & Institutional Effectiveness, who reviewed the 2011 ARCC Report with the Board (copy attached). Dr. Coon noted that this would be the beginning of many discussions on student success.

Dr. Hsieh explained that all community colleges are required to share the ARCC Report with their local Board of Trustees and college administrations. She presented enrollment and demographic data on our students and reviewed the ARCC Report’s seven critical
indicators: 1) student progress and achievement; 2) completion of 30 or more units; 3) fall-to-fall persistence; 4) successful vocational course completion; 5) successful basic skills course completion; 6) basic skills course improvement; and 7) ESL course improvement. College of Marin’s scores are higher this year than last year in two categories: students who completed 30 or more units and fall-to-fall persistence.

Trustees expressed concern about our scores being lower than last year in several categories and lower in some categories when compared with our peer group and the state. It was noted that the Board will have to look at the big picture and consider the direction state funding is going when making policy decisions and deciding where to allocate resources. Board members suggested checking on the possibility of offering more ESL classes in population centers in the county where this is needed, checking to see if it is cheaper to offer ESL classes through the K-12 system, considering priority enrollment for our local high school students, and pursuing partnerships with grad school programs. Trustees expressed appreciation for the data presented and commented that they look forward to receiving more information to assist them in making data driven decisions.

President Coon stated that there are no simple answers and we have a mandate to do better. There will be institutional dialog about the results of this report and possible courses of action to address the problems.

b. Bond Sale

Sarah Hollenbeck of The PFM Group gave a presentation on our upcoming bond sale (copy attached). Key points of her presentation included the following:

- The District has issued two prior series: $75 million Series A Bonds in 2005 and $75 million Series B Bonds in 2009
- The Series A and B Bonds are currently rated Aa1 and AA by Moody’s and S&P respectively
- The District plans to sell approximately $53 million of Series C Bonds via competitive sale on May 18, 2011
- The maximum tax levy rate is projected to be $18.77 per $100,000 of assessed valuation

9. Consent Calendar Items

M/s (Treasor/Long) to approve all items on the Consent Calendar. The motion passed by a unanimous roll call vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).

A. Calendar of Upcoming Meetings

B. Approve Classified Personnel Recommendations
   1. Temporary Reassignment of Classified Personnel
2. Resignation/Termination of Classified Personnel

C. Approve Academic Personnel Recommendations
   1. Resignation/Retirement of Academic Personnel
   2. Phased-in Early Retirement of Academic Personnel

D. Approve Short-Term Hourly Positions

E. Budget Transfers – Month of March – FY 2010/11
F. Warrant Approval
G. Declaration of Surplus Property – Miscellaneous Equipment
H. Modernization (Measure C) - BP3.1 (Keep modernization program on track)
   1. Ratify/Approve Modernization Contracts, Changes and Amendments
      ($351,659.44)
   2. Approve Subcontractor Substitution Request (steel work)
      Science/Math/Central Plant Complex Increment 2&3 Site Development & Building
      Project (305A)
      Lathrop Construction Associates, Inc. – ($0) (stainless steel, cabling & glass handrails)
   3. Approve Project Initiation Forms (PIF)
      New Academic Center Project (303B)
      Child Study Center Project (303C)
      Austin Science Center Alterations (structural) Project (301B)
      PE Track Renovation Project (308G)
      Kentfield ADA Upgrades Project (309A)
   4. Re-Authorization for Staff Approval of Measure C Contract Changes & Amendments
   5. Declaration of Surplus Disposal
      Performing Arts & Fine Arts Relocation Project (8501)
I. Approve New Community Services Courses

10. Other Action Items (10 minutes)
   A. Modernization (Measure C) - BP3.1 (Keep modernization program on track)
      1. M/s (Treadon/Hayashino) to Approve New Professional Services Agreement
         Performing Arts Building Modernization Project (306A)
         Consolidated Engineering Laboratories – Materials Testing & Inspection
         Services ($114,995).
         The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student
         Trustee Parker).
      2. M/s (Treadon/Long) to Approve Notice of Completion
         AV System & Installation Main Building Project (417A). The motion passed by a
         unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).
   B. M/s (Kranenburg/Treadon) to Approve Bond Sale Resolution.
      The motion passed by a vote of 6-0-1 with Trustee Dolan abstaining. Student Trustee
Parker cast an advisory aye vote.
Trustee Namnath mentioned that there was discussion in the closed session meeting on this item and discussion of a possible amendment. A majority of the Board members did not participate in the discussion nor in a vote on this.

C. M/s (Treonor/Hayashino) to Approve Agreement with Canteen of Northern California – Vending Services. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).

M/s (Treonor/Namnath) to approve 10.D., 10.E and 10.F. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).

D. Approve Clinical Agency Agreement with Kentfield Rehabilitation and Specialty Hospital

E. Approve Clinical Agency Agreement with Dr. Rosalind Hudson

F. Approve Clinical Agency Agreement with Dr. Flash Gordon

G. M/s (Treonor/Namnath) to Approve Authorization of Temporary Transfer of Funds from County of Marin for 2011/2012 Fiscal Year. The motion passed by a unanimous roll call vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).

H. M/s (Treonor/Hayashino) to Approve the Recommended Candidates in the 2011 California Community College Trustees Board Election. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).

11. Board Policy Review (1st Reading) - BP1.4a (Review institutional needs and assess institutional effectiveness, using Program Review, Administrative Planning and Assessment, the Strategic Plan and the Educational Master Plan)

Trustee Long submitted written comments on three of the policies to Dr. Coon for consideration.

- BP 3540 Sexual and Other Assaults on Campus
- BP 3920 Communication with the Public
- BP 4103 Work Experience
- BP 4400 Community Service Courses
- BP 4675 Programs for Older Adult Students (Emeritus College)
- BP 5130 Financial Aid
- BP 5180 Job Placement
- BP 5450 Emeritus Students College of Marin
- BP 5500 Standards of Conduct
- BP 7270 Student Employees
- BP 7335 Health Exams

12. Board Reports and/or Requests (15 minutes)

a. Commendation Resolutions & Other Resolutions

None

b. Legislative Report

None

c. Committee Chair Reports
Trustee Treanor reported that the Board Self-Evaluation Committee will be working together on a summary before the next Board meeting.

d. Individual Reports and/or Requests

Trustee Long invited Board members to attend the welcome reception for Dr. Coon on May 4 at Jason’s.

Trustee Namnath reported that he attended a nationwide, worldwide track meet at Mt. San Antonio College (a community college which passed a bond two and a half years ago) last week which involved high school up to Olympic class. There were tens of thousands of participants and the event was well attended by the community. He said that now that COM is going to have a first-class track maybe a Northern California version of this event could help our presence in the community.

Trustee Conti commented that College of Marin has a lot of things to brag about and suggested that we start getting higher visibility about that. She stated that we have a standing offer from the Community Media Center to go and do a show and she thinks we should consider doing that.

Trustee Dolan commended the Dance Department for another beautiful and well-attended program.

13. Approval of Minutes

- Minutes of February 15, 2011 Board Meeting
- Minutes of March 15, 2011 Board Meeting
- Minutes of March 26, 2011 Special Board Meeting (Board Retreat)

M/s (Treanor/Hayashino) to approve the minutes of the February 15 and March 26 Board meetings. The motion passed by a unanimous vote of 7-0 plus an advisory aye vote by Student Trustee Parker.

M/s (Namnath/Treanor) to approve the minutes of the March 15, 2011 Board meeting.

Trustee Dolan asked to have the following sentence added to her comments on page 7 of the minutes of the March 15 meeting for clarification: “The state is not approving courses for a majority of our students but they want our funds.”

Trustee Long submitted some additional comments she made at the March 15 meeting based on her notes (copy attached).

Trustee Conti explained that these two requests would be included in the minutes of the April 19 Board meeting and the Board would vote to approve the minutes of the March 15 meeting as submitted. The motion to approve the minutes of the March 15
meeting as submitted passed by a unanimous vote of 7-0 plus an advisory aye vote by Student Trustee Parker.

14. Information Items (see written reports)

Board members were referred to the information items in their Board packets.


B. 3rd Quarter Financial Report CCSF 311Q

C. 3/31/11 Year-to-Date Financial Report

D. Modernization Update – BP3.1 (Keep modernization program on track)
   1. Director’s Report – BP3.1 (Keep modernization program on track)
   2. Contract Milestones Report through March, 2011 – BP3.1 (Keep modernization program on track)
   3. Schedule – BP3.1 (Keep modernization program on track)

E. Revised Administrative Procedures
   • AP 3540 Sexual and Other Assaults on Campus
   • AP 3920 Communication with the Public
   • AP 4103 Work Experience
   • AP 4400 Community Service Courses
   • AP 5130 Financial Aid
   • AP 5075 Credit Course Adds and Drops
   • AP 7270 Student Employees
   • AP 7336 Certification of Freedom from Tuberculosis

F. Calendar of Special Events
   April 29-May 1, 2011 – CCLC Annual Trustees Conference
   Hyatt Regency Monterey
   May 3, 2011 – President’s Breakfast – 7:30 a.m., Embassy Suites Hotel,
   101 McInnis Parkway, San Rafael
   May 6, 2011 – Teacher Appreciation Dinner – 6:00 p.m., Kentfield
   Cafeteria
   May 19, 2011 – Retiree Reception – 4:00 to 6:00 p.m., Marin Art and
   Garden Center, 30 Sir Francis Drake Blvd., Ross
   May 26, 2011 – Golden Bell Awards – 4:30 p.m., Dominican University
   May 26, 2011 – COM Nurses Pinning Ceremony – 6:00 p.m., Fine Arts
   Theater
   May 28, 2011 – College of Marin Commencement – 10:00 a.m.,
   Gymnasium

15. Correspondence

Board members were asked to review the correspondence in their Board
16. **Board Meeting Evaluation**

Trustee Kranenburg commented that we need to be a little more sensitive about having a Board meeting on Passover and for future planning on Board meeting dates need to be sensitive to community religious and other cultural activities.

17. **Adjournment**

M/s (Long/Dolan) to adjourn the meeting in honor of Kay Ryan and in memory of Betty Dickey and Supervisor Charles McGlashan. The motion passed by a unanimous vote of 7-0 (plus an advisory vote by Student Trustee Parker) and Board President Conti adjourned the meeting at 9:30 p.m.