A. Open Session

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

The Board of Trustees of the Marin Community College District met in the Student Services Cafeteria on the Kentfield Campus, all members having received notice as prescribed by law. Board President Conti called the meeting to order at 5:36 p.m. Trustees Conti, Long, O’Brien, Kranenburg and Treanor were present. Dr. David Wain Coon was also present.

M/s (Long/O’Brien) to adopt the agenda. The motion passed by a unanimous vote of 5-0.

2. Public Comment – Closed Session Agenda

There was no public comment on the closed session agenda and the Board adjourned to closed session at 5:37 p.m.

B. Closed Session

The Board met in closed session at 5:40 p.m. in the Staff Lounge, Student Services Building, on the Kentfield Campus. Trustees Conti, Long, O’Brien, Treanor and Kranenburg were present. Trustee Namnath arrived at 5:50 p.m. and Trustee Dolan arrived at 5:55 p.m. Others present were Dr. David Wain Coon, Linda Beam and Bruce Heid.

The closed session recessed at 6:24 p.m.

REGULAR MEETING

C. Open Session

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

Board President Conti called the regular meeting of the Board of Trustees of the Marin Community College District to order at 6:32 p.m. in the Cafeteria of the Student Services Building on the Kentfield Campus. All publicly elected Trustees were present and Student Trustee Bergstrom-Wood was also present. Dr. David Wain Coon was also in attendance.
Trustee Treanor requested that Board Policy 3650 Alcoholic Beverages (Item C.8.J., second bullet) be moved to the consent calendar as action item C.9.F. M/s (Treanor/O’Brien) to amend the agenda as noted. There was no further discussion about the motion and the motion to adopt the agenda with the noted changes carried by a vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

2. Report of Closed Session for April 17, 2012
Board Clerk Namnath reported that there was no action taken at closed session.

3. Public Comment
   a. Comments re. Items Not on the Agenda – No Public Comment
   b. Comments re. Items on the Agenda – to be heard immediately before the Board of Trustees’ consideration of the item
      Ira Lansing on Item C.9.E.

4. Chief Executive Officer’s Report
President Coon thanked everyone that attended the Track Celebration noting there was a tremendous turnout for a very positive event for our students, the community and the College overall. He shared that all of the Trustees received bags from the Tamalpais Runners that were made with T-shirts from former events.

   Accreditation
President Coon provided a high-level accreditation update (attached to minutes) informing the Board that the College is making good progress on all recommendations. He reminded the Board that their individual Board evaluations are due on April 27 and that a follow-up retreat to discuss the evaluation is scheduled for May 18, 2012. President Conti thanked Dr. Coon for the accreditation update and for the more detailed information provided at the Board Retreat, noting that it was important that we keep focused on our progress at every meeting.

   Legislative Update
Dr. Coon introduced Kerry Mazzoni to report on a number of issues, including two proposed tax initiatives, the budget, legislation and pension reform. Ms. Mazzoni asked the Board to provide feedback about what information they would like to see in future reports. Board members expressed interest in high-level reviews, collaboration with similar districts, focus on issues such as basic aid, topics from Student Task Force, pension reform, changes to Financial Aid, and taking a proactive position to address specific challenges or issues. Ms. Mazzoni will work with the Board’s legislative liaison, Trustee O’Brien, to recap the meeting discussion points and further define what is needed. It was suggested that Trustee O’Brien report out the information to the Board and that Ms. Mazzoni be invited to Board meetings as requested. There was a request that the Board consider a study session or retreat to educate the Board and discuss priorities.
**ARCC 2012 Report**
President Coon referred Trustees to the Annual Accountability Report in their packets (attached to the minutes) and introduced Dr. Chialin Hsieh. Dr. Hsieh noted that the information in this report must be shared with the Board of Trustees and College administration and the information is to be used for data-based policy discussions in relation to College priorities. The report addresses seven critical indicators and compares the College with peer groups on specific trends. In conclusion, Dr. Hsieh indicated that we are doing well and that it was important to discuss the results of the report and use the information in our planning processes. The Board members thanked Dr. Hsieh for an excellent and clear report. Board members discussed the pros and cons of the report and the information it provides. It was noted that this a high-level report, and that the College has internal reports that provide information that is more specific. The Board would like to follow-up with a study session and review more specific data, including information about tracking head count vs. FTES.

**Friends of Corte Madera Creek**
President Coon introduced Sandra Goldman, Friends of Corte Madera Creek, who has been working with the College for many years in the local wetland and College Ecology areas. Ms. Goldman’s presentation (attached to minutes) provided information to the Board in anticipation of a future proposal that Friends of Corte Madera Creek will be submitting to the College. Ms. Goldman shared her presentation, which identified concerns with chronic flooding in the Ross Valley (including areas of the College prone to flooding) and provided information about flood plains that can be reclaimed in order to accommodate rising sea levels. Ms. Goldman answered questions about the work and proposals from the members of the Board.

Due to time concerns, President Coon asked that the report on the Community Engagement Survey be postponed to the May meeting.

5. **Academic Senate Report**
Sara McKinnon, Academic Senate President, gave an update on the work faculty have been doing to prepare for the October deadline on Student Learning Outcomes. Ms. McKinnon shared a sample rubric for SLO proficiency showing that authentic assessments are in place for programs, courses and degrees, there is widespread institutional dialog, the course student SLOs are aligned with degree SLOs, and that students are demonstrating an awareness of the goals and purposes of the courses. Matrices have been created for approximately 56 of approximately 60 degrees. The information will prove to WASC that information regarding course assessment, degree assessment and general education assessment is linked. A copy of the presentation is attached to the minutes.

6. **Classified Senate Report**
There was no Classified Senate Report.
7. **Student Association Report**
Student Trustee Bergstrom-Wood reported that they were in the process of elections. Candidates have filled out forms and the election will be held on-line from April 27 to April 30. The Alpha Gamma Sigma Teacher Appreciation Dinner will be held on April 27 in the Cafeteria in Student Services.

President Coon reported that Single Stop reported they had seen over 200 students and they had received over $175,000 in tax returns.

8. **Consent Calendar Items (Roll Call Vote)**
M/s (Treanor/Long) to approve all items on the Consent Calendar. The motion passed by a roll call vote of 6-0, with one abstention by Trustee Dolan and an advisory aye vote by Student Trustee Bergstrom-Wood.

A. **Calendar of Upcoming Meetings** – Board Retreat, Self-Evaluation, May 18, 2012, 1:00 – 4:00 p.m., Administrative Center, Room 108, Kentfield Campus

B. **Approve Classified Personnel Recommendations**
   1. Appointment of Classified Personnel
   2. Temporary Reassignment of Classified Personnel

C. **Approve Short-Term Hourly Positions**

D. **Approve Academic Personnel Recommendations**
   1. Resignation/Retirement of Academic Personnel
   2. Phased-In Early Retirement of Academic Personnel

E. **Approve Educational Management Recommendations**
   1. Appointment of Educational Management Personnel
   2. Resignation of Educational Management Personnel

F. **Budget Transfers** – Month of March – FY 2011/12

G. **Warrant Approval**

H. **Approve New Community Services Courses**

I. **Approve New Community Services Collaborative Programs**

J. **Second Reading and Approval of Revised Board Policies**
   - BP 3501 Campus Security and Access
   - BP 3560 Alcoholic Beverages *(Pulled from Consent Calendar and moved to Other Action Items, Item C.9.F.)*
• BP 5510 Off Campus Student Organizations
• BP 5700 Athletics

K. Modernization (Measure C)
   1. Ratify/Approve Modernization Contracts ($374,803.00)

9. Other Action Items
   A. Ratify Preceptorship Agreement with Washington Township Health Care District
      (M/s O’Brien/Treanor) to approve Preceptorship Agreement with Washington
      Township Health Care District. Trustee Dolan questioned the need for the contract
      given that is was located in Fremont, and staff responded that the need for
      placements was critical for our nursing students. The motion carried 7-0 with an
      advisory aye vote by Student Trustee Bergstrom-Wood.

   B. Accept Accountability Reporting for the Community Colleges (ARCC) 2012 Report
      (M/s Treanor/O’Brien) to accept the 2012 ARCC Report. The motion carried 7-0 with
      an advisory aye vote by Student Trustee Bergstrom-Wood.

   C. Modernization (Measure C)
      (M/s Namnath/Treanor) to merge items C.1. through C.4. Motion carried 7-0 with an
      advisory aye vote from Student Trustee Bergstrom-Wood.
      (M/s Namnath/Treanor) to approve items C.1. through C.4. Motion carried 7-0 with
      an advisory vote from Student Trustee Bergstrom-Wood.
      1. Approve Program Manager Interim Amendment with Swinerton Management
         and Consulting Inc.
      2. Re-Authorization for Staff Approval of Measure C Contract Changes and
         Amendments
      3. Approve Notice of Completion
         MEP Supplemental Project (308B-402A-407B-417A)
      4. Approve Portable Building Lease Agreement Extensions
         Swing Space (Dickson Hall Relocation (850M); New Academic Center Relocation
         (850J); Dance Relocation (850N); PA & FA Relocation (850I); Relocation Costs
         (850A)) ($125,866.00)

   D. 2012 California Community College Trustees (CCCT) Board Election
      Board President Conti requested the report from the Board subcommittee.
      Trustee O’Brien passed out a report (attached to the minutes) that summarized the
      recommendations of the Board subcommittee. The committee consisted of
      Trustees O’Brien and Treanor, who established evaluation criteria and then
      independently reviewed the data provided to them against those criteria. The report
      brings their recommendations to the Board in support of seven of the eleven
      candidates based upon the evaluation criteria. President Conti asked for clarification
      that the committee was recommending seven candidates, though there were eight
      positions and Trustee O’Brien confirmed that was the case. The Board members
reviewed the report. There was discussion about including a Bay Area candidate and why the Bay Area candidate was not included in the recommendation. (M/s Treenor/Long) to approve the recommendation of the subcommittee to nominate the following seven candidates for the Community College League Board representatives:

Janet Chaniot, Mendocino-Lake CCD (Incumbent)  
Angela Acosta-Salazar, Rio Hondo CCD  
Doug Otto, Long Beach CCD (Incumbent)  
Manny Ontiveros, North Orange County CCD (Incumbent)  
Tina Park, Los Angeles CCD  
Bernard Jones, Allen Hancock Joint CCD (Incumbent)  
Marcia Zableckis, Barstow CCD (Incumbent)

Motion carried 4-3 with Trustees Namnath, Long and Dolan voting no. Student Trustee Bergstrom-Wood cast an advisory aye vote.

E. Public Hearing – District Reopener Notice from United Professors of Marin (UPM) AFT. Board President Conti opened the public hearing at 8:27 p.m. Ira Lansing commented that during the last round of negotiations, both parties agreed that this reopener would automatically include wages, benefits and work load and that each party is also allowed to add one additional topic. The items you are seeing tonight are automatic. President Conti closed the public hearing at 8:28 p.m.

F. Second Reading and Approval of Revised Board Policies

BP 3560 Alcoholic Beverages (Moved from Consent Calendar)  
(M/s Treanor/O’Brien) to approve the policy 3560 with added language ‘‘fund-raising events held to benefit “the College of Marin and/or” non-profit corporations….. It was intended that the College be allowed to serve alcohol for fund-raising activities as well as non-profit corporations and the policy language did not specifically include the College. Several members discussed their concerns about the possibility of underage or irresponsible drinking, proper licensing, monitoring serving sizes, police on site, checking identifications, bracelets etc. Dr. Coon assured the Board that he would review the administrative procedures to make sure that the concerns raised by the Board are addressed, including appropriate licensing for such events. The motion carried 5-2 with Trustees Namnath and Dolan voting no. Student Trustee Bergstrom-Wood cast an advisory aye vote.

10. Board Policy Review (1st Reading)

President Conti referred Trustees to their packets. There was brief discussion about the Service Animal policy and related regulations.

- BP 3440 Service Animals (New)
- BP 3505 Emergency Operations Plan (New)
- BP 5130 Financial Aid (Replacing COM Policy 4.0031)
11. Future Agenda Items
   a. Board Self-Evaluation
   b. Review Mission Statement/Strategic Planning
   c. Superintendent/President Evaluation

12. Board Reports and/or Requests (15 minutes)
   a. Committee Chair Reports - None
   b. Individual Reports and/or Requests
      Trustee Treanor reminded the Board that the IVC Plant sale is this weekend. She also
      requested that the Board invite the members of the League of Women Voters to the
      next Board meeting to have a reception for Elizabeth Moody in acknowledgement of
      her service to us. Ms. Moody has easily attended 60 to 90 meetings, was
      instrumental in getting the bond passed and has done a huge amount of work for the
      College. Trustees agreed this was a good idea. Trustee Dolan had questions that she will discuss with the Superintendent/President.

13. Approval of Minutes (2 minutes)
    M/s (Treanor/O’Brien) to approve the minutes of the March 13, 2012 Board meeting and
    the April 3, 2012 Board Self-Evaluation Committee. Motion carried 7-0 with an advisory
    aye vote from Student Trustee Bergstrom-Wood.

14. Information Items (see written reports)
    Board members were asked to review the information items in their Board packet.
    B. Third Quarter Financial Report CCSF-311Q
    C. 3/31/12 YTD Financial Report
    D. Modernization Update
       1. Director’s Report
       2. Contract Milestones Report through March 2012
       3. Program Schedule
    E. Revised Administrative Procedures
       ▪ AP 3440 Service Animals
       ▪ AP 3505 Emergency Operations Plan
       ▪ AP 5130 Financial Aide
    F. Calendar of Special Events
       -CCLC Trustees Conference – May 4 to 6, 2012 – Sheraton Marina, San Diego
       -Retiree Reception, May 17, 2012, 4:00 – 6:00 p.m., Marin Art & Garden Center,
         Ross, California
       -Commencement, Saturday, May 26, 2012, 10:00 a.m., Gymnasium, Kentfield
         Campus
15. Correspondence

16. Board Meeting Evaluation
   Overall, a very productive meeting with Board members asking questions and getting answers about topics in the Chief Executive Officers report. The information provided was very helpful and important for the Board members to hear. There was good dialog, particularly related to the AARC report. We will continue to agendize the meetings to allow for discussion time.

17. Adjournment: M/s (Teanor/Long) to adjourn the meeting in memory of Grace Berg Mitchell. Motion carried 7-0 with an advisory aye vote by Student Trustee Bergstrom-Wood. Meeting adjourned at 8:55 p.m.
Accreditation Update
April 17, 2012

1. Integrated Planning
   - Integrated Planning Model completed
   - 10 year Educational Master Plan completed
   - 2012-15 Strategic Planning underway
   - Facilities Master Plan – 1st draft 50% complete
   - Technology Master Plan – 1st draft 100% complete

2. Student Learning Outcomes
   - 5 College Wide SLOs – completed
   - Course SLOs – 98% completed
   - Program SLOs (degree/certificates) – 30% completed
   - Service SLOs – completed
   - Faculty fronting a full court press to ensure all active courses have updated course outlines

3. Distance Education
   - Inventory completed – 40 courses, taught by 18 faculty, serving 781 students
   - Faculty survey/Academic Senate recommendations completed
   - 100% of faculty have access to Moodle Course Shell
   - Training April 26/27 – 22 seats
   - Distance Education plan – 1st draft 20% complete

4. Services for evening, on-line and IVC students
   - Overall Service Inventory completed
   - Planning underway
   - Library plan completed

7. Facilities Master Plan
   - 1st draft 50% complete
   - Target date for completion – May 1st

8. Technology Master Plan
   - 1st draft 100% complete

9. Board of Trustees
   - We are on schedule to complete a 100% review and revision of all Board Policies and Administrative Procedures
   - Productive Board Retreat April 6th
   - Board Self Evaluation – Due April 27th
   - 5/18 Board Retreat