A. Open Session

1. Call to Order, Roll Call and Adoption of 3:00 Open Session and Closed Session Agendas

The Board of Trustees of the Marin Community College District met for a regularly scheduled Board meeting in the Staff Lounge of the Student Services building on the Kentfield Campus, all members having received notice as required by law. Board President Namnath called the meeting to order at 3:08 p.m. Trustees Namnath, Conti, Long and Treanor were present. Superintendent/President Coon, Vice President Eldridge and Director Isozaki were also present. Trustees O’Brien, Dolan and Kranenburg arrived after the meeting was called order. M/s Conti/Long to adopt the 3:00 p.m. Open and 5:30 p.m. Closed session agendas. Motion carried 4-0.

2. Public Comment on adopted agendas – There was no public comment.

3. Board Study Session

A. 2013/14 Budget

Dr. Coon and Peggy Isozaki, Director of Fiscal Services, gave a presentation on the 2013/14 Budget. A copy of the presentation is available on the College website under the Board of Trustees tab for this meeting. There was a review of budget development guiding principles, the adoption budget and projected actuals for 2012/13, the projected budget for 2013/14 and proposed gap reduction strategies. There was a summary provided of the Supplemental Early Retirement Plan savings and an analysis of health benefit costs and information for the period 2010-11 to 2013-14. Details of the projected 2013/14 budget were reviewed, which included newly funded items. An updated 4-year budget scenario and revenue/expenditure trends from 2002/03 projected through 2016/17 were also provided.

4. Recessed to Closed Session at 5:30 p.m.

B. Closed Session

1. CONFERENCE WITH LABOR NEGOTIATOR (Govt. Code Section 54957.6)

Relative to the following organizations representing employees: United Professors of
Marin (UPM/AFT); California School Employees Associations (CSEA); Service Employees International Union (SEIU); Unrepresented Employees (Confidential, Supervisors, Management)  
Labor Negotiator: Bruce Heid

2. **CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (Govt. Code sec. 54956.9 (a))**
   
   Two: Kesecker v. Marin CCD  
   Mize-Kurzman v. Marin CCD

3. **PUBLIC EMPLOYEE/DISCIPLINE DISMISSAL RELEASE (Govt. Code sec. 54957.6)**

C. **Open Session**

1. **Call to Order, Roll Call and Adoption of 6:30 Open Session Agenda**
   
   Board President Namnath called the meeting to order at 6:38 p.m. Trustees Conti, Dolan, Kranenburg, Long, Namnath, O’Brien and Treanor were present. Also present were Superintendent/President Coon, Vice President Eldridge and Student Trustee Blood. Board President Namnath noted there were three agenda item revisions provided to the Board on blue paper:

   C.8.D – Approve Classified Supervisory Temporary Additional Duties - Revised  
   C.8.K – Declaration of Surplus Property – included full list which did not print in packet  

   He further recommended adjourning the meeting in memory of Marshall Northcott, Director of IT. **M/s (O’Brien/Treanor) to approve agenda with noted revised items. Motion carried 7-0, plus an advisory aye vote by Student Trustee Blood.**

2. **Report from Closed Session** – There was no action taken in closed session.

3. **Public Comment**

   A. **Comments regarding items not on the Agenda (3 minutes per speaker)**
      
      Sara McKinnon and Laurie Ordin presented a joint resolution created by the Academic Senate and UPM regarding the recent ACCJC action on City College. A copy of the Resolution is attached to the minutes.

   B. **Comments regarding items on the Agenda - to be heard immediately before the Board of Trustees’ consideration of the item.** There was no public comment.

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

   A. **Accreditation – Draft Mid-Term Progress Report**
      
      Dr. Coon commented that he sent Trustees a link to the Draft Mid-Term Progress Report for review prior to bringing the document forward for discussion and approval. He noted that the report is approximately 95 percent complete and that the team is continuing to work on finalizing the document. He thanked the team for their leadership in getting the report together.

   B. **Strategic Plan Progress Report**
      
      Dr. Chialin Hsieh joined Dr. Coon in presenting our progress on the Strategic Plan, reminding the Board of the 3-year strategic plan and the mid-year progress report and
noting that we recently completed our Annual Report of the Strategic Plan (92 pages). He thanked the Educational Planning Committee (EPC) for their work and progress on the plan. Dr. Coon noted that he had provided Trustees a link to the document and encouraged them to read the Executive Summary which shows that we are making great progress. A copy of the presentation is available on the College of Marin website under the Board of Trustees tab for this meeting. There are four overarching College priorities, thirteen objectives and fifty-seven action items that support those priorities and objectives. Fifty-three action items are 30 percent complete which is 100 percent of where we should be for the first year of a three-year plan. Dr. Coon reviewed areas where we are making good progress and commented on what is being done to assure progress on the Facilities Plan and the Technology Plan and connecting those plan priorities with funding. All evidence of this work is available on the website. Trustees expressed their appreciation and thanks to staff, Dr. Hsieh and Dr. Coon for their work and for the informative presentation. Dr. Coon responded to a question about integrating our technology needs with the budget process, noting that the Technology Committee is going through the list of needs and creating priorities and related costs. Once we have that information, we can determine what we can accomplish with the remaining $3 million of bond money set aside for technology. Dr. Hsieh acknowledged the work of the Educational Planning Committee, the champions who stepped up to do the work and Dr. Coon for his leadership. Trustees commented on this success, noting it shows good planning and organization.

C. Athletic Program
Vice President Eldridge introduced Matt Markovich, Director of Athletics, to update the Board on the performance of our athletes in terms of academic persistence and transfer success rates, as well as to report on the general state of our Athletic Department. A copy of the presentation is available on the College website under the Board of Trustees tab for this meeting. Mr. Markovich reviewed the program and student statistics and noted that the results of a student survey showed that 98 percent of students wanted to transfer in two years; however, about 30 percent were prepared to do the transfer work and move on. Due to this gap, the Athletic Program started the student athlete academic service program to help students become better equipped to transfer. The program assures that students participate in study halls to maintain a 2.5 GPA, take appropriate Math/English transfer courses, meet with counselors on their education plan and participate in community service activities. The Athletic Hall of Fame was started to connect athletic alumni to share their successes with current students. The Hall of Fame has inducted 23 individuals and has over 100 participants at every event. Mr. Markovich reviewed statistics on athletic student transfer, units attempted, average GPA, success rate, scholarships, achievements and the honor roll. Trustees thanked Mr. Markovich for the exciting and informative presentation and expressed their appreciation for the extra effort to assure student success in the Athletic Department. In response to a question about the renovated physical education facilities, Mr. Markovich noted that the facility is
working out well, is a good recruiting tool, and encourages pride of ownership for the students and staff. Programs are growing. They are also working on the rental fee schedule to open up the facility to additional community use. There was a request for periodic updates on programs and a suggestion that our athletic successes be used for positive marketing. In response to a question about the scheduling with Branson, Mr. Markovich reported that scheduling is currently working well. The College of Marin has priority use and the institutions work together to make changes and move games as necessary. Trustees congratulated Mr. Markovich and encouraged suggestions to reconsider and grow athletic programs.

5. **Academic Senate Report (5 minutes)**

Sara McKinnon commented on the Strategic Planning and Educational Planning Committee (EPC) process questions raised by the Board. As an example she noted that facilities staff came to the EPC to inform them that the M&O plan was having trouble getting off the ground and there was no funding for it. The EPC took that information to the Planning Resource Allocation Committee (PRAC) who took it to the President, who took it to the Board. Ms. McKinnon commended Cari Torres and Jonathan Eldridge for their hard work on the Strategic Plan. A copy of the [Academic Senate report](#) is attached to the minutes.

6. **Classified Senate Report (5 minutes) – No Report.**

7. **Student Association Report (5 minutes) –** Student Trustee Scott Blood announced his resignation from the Board effective with the close-of-business of this meeting since he will be attending U.C. Davis this fall. A copy of Mr. Blood’s resignation letter is attached to the minutes. He further reported that ASCOM appointed Lance Reyes as the Student Trustee at their meeting today. Mr. Reyes has served two terms as Student Body President and knows what is going on at the campus. The students are planning lots of exciting things for next year. Trustees congratulated Scott, thanked him for his service and thoughtful and innovative contributions and wished him success in the future.

8. **Consent Calendar Items (ROLL CALL VOTE)**

Board President Namnath reminded Trustees of the revised consent items C.8.D. and C.8.K. M/s (Treonor/O’Brien) to approve Consent Calendar items. Motion carried by a roll call vote of 6-1 with Trustee Dolan voting no. Student Trustee Blood cast an advisory aye vote.

A. **Calendar of Upcoming Meetings**

   - August 20, 2013 Regular Meeting, Cafeteria, Student Services, Kentfield Campus

B. **Approve Classified Personnel Recommendations**

   1. Temporary Increase/Decrease in Assignment
   2. Resignation/Termination of Classified Personnel

C. **Approve Classified Confidential Position Recommendation**

D. **Approve Classified Supervisory Temporary Additional Duties**
E. Approve Short-Term Hourly Positions

F. Approve Academic Personnel Recommendations
   1. Temporary Credit Instructor Appointments Summer 2013
   2. Change in Appointment of Academic Personnel

G. Approve Classified Management Temporary Additional Duties

H. Approve Classified Management Appointments
   1. Appointment of Interim Classified Management Personnel

I. Approve Budget Transfers – Month of June 2013

J. Approve Warrants - Month of June 2013

K. Declaration of Surplus Equipment

L. Approve Deactivations/Deletions of AA Degrees

M. Approve Deactivation of AS Degrees

N. Approve Credit Course Revisions

O. Approve Revisions to AA Degrees

P. Approve Revisions to AS Degrees and Certificate of Achievement

Q. Second Reading and Approval of Board Policies - None

R. Modernization (Measure C)
   1. Ratify/Approve Modernization Contracts, Changes, Amendments ($310,773.17)

9. Other Action Items

A. PUBLIC HEARING on District’s Initial Proposal for Negotiation of Successor Agreement with United Professors of Marin (UPM) Local 1610
   Board President Namnath opened the public hearing at 7:29 p.m. for discussion of the District’s initial proposal to UPM. There were no comments and the public hearing was closed.

B. Acknowledge Receipt of UPM Proposal for Negotiation of Successor Agreement
   M/s (Treanor/Long) acknowledged receipt of the UPM Proposal. There was no vote. M/s (O’Brien/Conti) to consolidate items C.9.C. through C.9.K. into one action item. Motion carried 7-0 with an advisory aye vote by Student Trustee Blood. M/s (Conti/Treanor) to approve items C.9.C through C.9.K. Trustee Treanor noted that she conferred with President Coon that the cover memos on Items C.9.H. and C.9.I. did not reflect that the agreements were reviewed by legal counsel. The agreements were reviewed by School and College Legal Services. Motion carried 7-0. Student Trustee Blood cast an advisory aye vote. Trustee Long thanked Board President Namnath and Dr. Coon for their work on preparing the Grand Jury Response, Item C.9.G.

C. Approve Purchase Order for 2013/2014 Community Education Schedule
D. Approve School and College Legal Retainer Agreement
E. Approve Destruction of Records
F. Approve Revised CSEA Salary Schedule dated July 18, 2013
G. Approve Response to Grand Jury Report
H. Approve MariNet Agreement
I. Authorize Project Management Services with Innovative Interfaces
J. Approve Agreement with Virtual Information Executives
K. Authorize Public Notice of Intent to Enter Into Land Use Agreement (CIMIS)
L. M/s (Treanor/Conti) to Approve Resolution to Compensate Trustee O'Brien for Excused Absence. Motion carried by a roll call vote of 5-0-2. Trustees Kranenburg and O'Brien abstained. Student Trustee Blood cast an advisory aye vote.

M. Modernization (Measure C)
   1. M/s (Treanor/Conti) to Approve Change Order #3 and Resolution to Construction Contract, CPM Environmental ($29,693.00, New Academic Center Haz Mat (303B)) Motion carried by a roll call vote of 6-1 with Trustee Dolan voting no. Student Trustee Blood cast an advisory aye vote.
   2. M/s (O'Brien/Treanor) to Approve Authorization to Bid and Pre-Authorization to Award Construction Contract, Geothermal Line Extension KTD Utilities Phase 2 (305A). Motion carried 7-0. Student Trustee Blood cast an advisory aye vote.

10. Board Policy Review (1st Reading) - None

11. Future Agenda Items
   A. Board Governance Calendar
   B. WASC Mid-Term Progress Report
   C. Bond Spending Plan
   D. Additional Item – The Board would like to start discussion of the impact of City College of San Francisco accreditation issues and how that may impact the District.

12. Board Reports and/or Requests (15 minutes)
   A. Committee Chair Reports
      Trustee O'Brien reported that Dr. Coon’s evaluation has been finalized and the formal copy is being submitted this week. Trustee Treanor reported that we have received the notes on the Board Self-Study and that Trustees should go back and review the information and make recommendations about how to talk about it.
   B. Legislative Report
      Trustee O'Brien reported that we no longer have a legislative consultant. Dr. Coon referred to the three letters before them based on the request to support and oppose various bills. One letter states opposition to the percent increase on student loans and offers support to Congressman Huffman. The other letters oppose a bill related to Adult Education which would not be good for our community.
C. **Individual Reports/or Requests**

Trustee Treanor expressed support to Trustee O’Brien in her role as legislative advocate; noting that all Trustees receive the CCLC Legislative Report and that she is willing to help on issues that are of concern to the College. Trustee O’Brien expressed her thanks and noted that she, Trustee Treanor and Dr. Coon attended “Schools Rule” on July 2 at the Marin County Fair which was extremely well attended and supported by the community and encouraged others to attend next year. Trustee Long commented on her attendance at the last seminar on Ethics and Morals presented by Mr. Cole Posard, noted his accomplishments and suggested a Resolution to honor his fine work. Trustee Dolan reported her attendance at Corte Madera/Larkspur Fourth of July Parade which was a big success with over 75 entries. She was in her car with a sign for COM. Trustee O’Brien stated that she volunteered at the COM booth at the Marin County Fair this year which was fun.

13. **Approval of Meeting Minutes (2 minutes)**

A. Approve Minutes of June 8, 2013 Board Retreat – **M/s (O’Brien/Treanor) to approve.**

Motion carried 7-0, plus an advisory aye vote by Student Trustee Blood.

B. Approve Minutes of June 18, 2013 Board Meeting – **M/s (Treanor/Conti) to approve.**

Motion carried 6-0-1. Trustee O’Brien abstained and Student Trustee Blood cast an advisory aye vote.

14. **Information Items (see written reports)**

A. **Contracts and Agreements for Services – June 2013**

B. **Modernization Update**

1. **Director’s Report** – There was a question about how to respond to inquiries about the demolition project and timeline for construction start of the Academic Center. Laura McCarty suggested referring them to the video on the College website. Demolition is on schedule and the completion date is anticipated to be August 8, before the start of school. Construction bids for the project are due on July 25. Construction trailers should arrive the first week in September for the start of construction. The superstructure should be up by this time next year.

2. **Program Schedule**

3. **Milestones Report**

C. **Administrative Procedures - None**

D. **Calendar of Special Events**

- Fall Convocation, August 16, 2013 begins at 8:30 a.m. for refreshments and program start at 9:00 a.m. with college updates and a speaker at 10:00 a.m.
- Semester Start, August 19, 2013

15. **Correspondence**

16. **Board Meeting Evaluation** – Very efficient and good meeting

17. **Adjournment**
Dr. Coon read a statement about Marshall Northcott (attached). Marshall served as the IT Director at the College since 2010. Services for Marshall will be held this Saturday at Mills College. **M/s (O’Brien/Treanor) to adjourn the meeting in memory of Marshall Northcott. Motion carried 7-0, plus an advisory aye vote by Student Trustee Blood.**

Meeting adjourned at 7:48 p.m.
Joint Resolution from the College of Marin Academic Senate and United Professors of Marin regarding the recent ACCJC Action against City College of San Francisco

Whereas, ACCJC has sanctioned 72 of 114 colleges at least once if not multiple times since 2009; and

Whereas, ACCJC gave all other schools a sequence of progressive sanctions thereby allowing them time to meet the recommendations; and

Whereas, ACCJC gave City College of San Francisco recommendations but no sanctions over the last accreditation cycle; and

Whereas, ACCJC gave City College of San Francisco the most severe sanction immediately after its latest self-study and has refused to recognize the efforts made by CCSF faculty and staff since Show Cause was imposed and has now given them the ultimate and unconscionable sanction of closure by July 2014; and

Whereas, ACCJC appears to be following a path of punitive actions against the majority of the California Community Colleges and particularly against City College of San Francisco; and

Whereas, ACCJC has admitted that most sanctions relate to management, planning and assessment rather than the quality of education; and

Whereas, CCSF employs 850 full time and over 1000 part time faculty, 95% of whom have Masters degrees and 250 have PhDs; and in a 2010-2011 poll, 95% of students rated the quality of instruction at CCSF as good or excellent and the completion rate at CCSF, according to the Chancellor's Office, stands at 55.6% compared with 49.2% statewide; and

Whereas, CCSF offers over 100 occupational disciplines in 27 fields and transfer programs in over 50 academic disciplines and serves over 85,000 students in their pursuit of higher education and occupational training, thus contributing significantly to the economy of San Francisco, the Bay Area, the State of California and the nation;

Therefore, be it resolved that, the College of Marin Academic Senate and the United Professors of Marin join in expressing our support for City College of San Francisco and for the outstanding quality of its many educational programs which are crucial to the lives of its students; and

Therefore, be it further resolved that, the College of Marin Academic Senate and the United Professors of Marin request that ACCJC reconsider the punitive action taken by ACCJC against our sister college; and

Therefore, be it further resolved that, the College of Marin Academic Senate and the United Professors of Marin join in expressing our resolute support for the faculty, staff and students of City College of San Francisco.
As I mentioned earlier, recent ACCJC actions on CCSF in particular and on all community colleges in general have put all of us under tremendous pressure both financially and emotionally in recent years.

You have now received the first report on the Second Strategic Plan implementation progress. I think you will agree that it is quite remarkable, that the governance system is working at College of Marin, and that things that we say we will do are actually getting done. I should say from personal experience that it is excellent work but it is also extremely stressful and at some level takes a toll on all of us.

There is someone whom I would like to call out this evening, Marshall Northcott, Director of IT. Marshall was key in the implementation of many aspects of the Strategic Plan. While he worked particularly on Objectives 2 and 9 related to the Technology Plan and Instructional Technology, in fact his responsibilities were interlaced throughout. Wherever, IT support was required, whether it was Objective 1 on Enrollment Management which is connected to the MyCOM Portal registration procedures or with Objective 3 on Distance Education and Moodle or, or Objective 5 and 7 related to student access and success – he was there. In the meeting of the specific ACCJC recommendations – again his responsibilities went beyond just the Technology Plan.

While on a day to day basis, we all had our disagreements and frustrations, in fact, Marshall was under tremendous pressure to implement and report on the Strategic Plan. I sincerely hope that in recent months he was able to put all of this aside and spend time with his family and spend time for himself. All of us mourn his untimely passing and miss his leadership and extend our heartfelt condolences to his family.

--Sara McKinnon, President of the Academic Senate
Board of Trustees  
College of Marin  
835 College Ave  
Kentfield, CA 94904  

July 16, 2013  

Dear Board Members:  

I am writing to announce my resignation as Student Trustee from the board, effective at the adjournment of tonight’s meeting.  

I have decided to attend UC Davis this fall and will be unable to fulfill my duties as Student Trustee. I have thoroughly enjoyed my time as Student Trustee and have gained invaluable experience that I will be able to take with me. Further, I am thankful to have had the opportunity to work with the great staff, faculty, management and students. I will miss College of Marin and of being service to the campus and the students.  

Please let me know if I can be of further assistance.  

Sincerely,  

Scott Blood