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 5:00 p.m. Trustees Conti, Treanor, Long and O’Brien were present. Also present were Vice President of College Operations Al Harrison, Executive Dean of Human Resources and Labor Relations, Linda Beam, Superintendent/President Coon and Nancy Klein from School & College Legal Services.

   **M/s (O’Brien/Long) to adopt the agenda.** Motion carried by unanimous vote of 4-0.

   **Public Comment – Closed Session Agenda**

   There was no public comment on the closed session agenda and the Board adjourned to closed session at 5:02 p.m.

B. **Closed Session**

   The Board met in closed session at 5:10 p.m. in the Staff Lounge, Student Services Building on the Kentfield Campus. Trustees Conti, Long, Dolan, Kranenburg, O’Brien and Treanor were present. Trustee Namnath arrived at 5:20 p.m. Also present were Superintendent/ President Coon, Vice President Harrison, Executive Dean Beam, and Nancy Klein from School & College Legal Services.

   Closed session recessed at 6:40 p.m.
REGULAR MEETING

C. Reconvene to Open Session

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

Board Present Conti called the regular meeting to order at 6:54 p.m. in the Cafeteria of the Student Services Building on the Kentfield Campus. All publicly elected officials were present. Also present were Student Trustee Bergstrom-Wood, Superintendent/President Coon, Special Assistant Duarte, Vice President Harrison and Executive Dean Beam.

M/s (Treanor/O’Brien) to adopt agenda. Trustee Treanor requested a modification to adjourn in memory of Alexis Bush and Jordan Fromm and in support of Nick Vos. Alexis and Jordan lost their lives in a sailing incident and Nick survived. They were all former College of Marin students. She asked that a letter be sent to their parents. Superintendent/President Coon pulled item C.11.B, to approve agreement with San Francisco General Hospital. Trustee Long requested that item C.10.J. BP 3505 Emergency Operations Plan be moved from the consent calendar to an action item (C.11.E.) Trustee Dolan requested that C.10.J. BP 3440 Services Animals be moved from the consent calendar to an action item (C.11.F.). Trustee Kranenburg requested that Item 10.K.1. Ratify/Approve Modernization Contracts, Changes and Amendments, be moved from the consent calendar to an action item (11.G.). Barbara Dolan commented on item C.10.H. requesting that the Board receive out of country travel requests in advance. Motion to approve the agenda with changes carried with a vote of 7-0 plus an advisory aye vote from Student Trustee Bergstrom-Wood.


President Conti read the following report out from closed session: Direct the Superintendent/President to send a communication to the College of Marin Foundation that recent information has raised serious concerns regarding District funds entrusted to the College of Marin Foundation. Therefore, all District funds must be transferred back to the District forthwith. Specific funds and means of transfer to be identified in the communication, and further, to authorize the Superintendent/President to proceed with an audit of the Foundation including additional audit procedures as necessary. Roll Call vote as follows: Trustees Treanor, O’Brien, Kranenburg and Conti voting yes, Trustee Dolan voting no and Trustees Long and Namnath abstaining.
3. **Public Comment** – None

4. **Chief Executive Officer’s Report**
Superintendent/President Coon asked everyone to review the calendar of events on the agenda for the many special activities taking place. This year we have 321 graduates, 187 students receiving AA degrees, 91 students receiving AS degrees and 79 students receiving certificates. Our youngest graduate is Clare Schneider at 16 years of age and our oldest is Madeline Jackson who is 72 years old.

**College of Marin Community Image Research**
Superintendent/President Coon introduced Director of Communications, Cathy Summa-Wolfe, who shared a presentation (attached to minutes) on the findings of a recent image research study conducted by Interact. Overall, the report was very positive and provided helpful data that will inform our strategic planning going forward. The Board thanked Director Summa-Wolfe for her presentation and noted that they will review the data in the future.

**Accreditation**
Superintendent/President Coon informed the Board that he is preparing an update to the college community on our accreditation progress, which he will share with Trustees at the Board Retreat on Friday.

5. **Commendation Resolutions (Roll Call Vote)**
A. Board Clerk Namnath read Resolution No. 5/15/12 C.5.A. in Support of Classified School Employees Week. **M/s (Treanor/Long) moved approval of Resolution No. 5/15/C.5.A. Motion passed by unanimous roll call vote 7-0 plus an advisory aye vote by Student Trustee Bergstrom-Wood.** Superintendent/President Coon asked the classified professionals present to stand.

B. Board Clerk Namnath read Resolution No. 5/15/12 C.5.B. in Recognition of Raemond Bergstrom-Wood’s Service as Student Trustee. **M/s (Treanor/O’Brien) moved approval of Resolution No. 5/15/12 C.5.B. Motion passed by a unanimous roll call vote 7-0. Student Trustee Bergstrom Wood abstained.** Student Trustee Bergstrom-Wood stated that it has been an honor to work with everyone over the past year and to serve the students of the College of Marin. Trustees expressed their appreciation to Student Trustee Bergstrom-Wood for his service.

C. Board Clerk Namnath read Resolution No. 5/15/12 C.5.C. in Recognition of Elizabeth Moody, League of Women Voters. **M/s (Treanor/Kranenburg) moved approval of Resolution No. 5/15/12 C.5.C. Motion passed by a unanimous roll**
call vote 7-0 plus an advisory aye vote by Student Trustee Bergstrom-Wood.
Ms. Moody stated that her attendance at these meetings, watching what the
College has been through and accomplished over the years, has been a privilege.
She also noted that her history with the College is long, going back to the 1970s
with her daughter graduating from the College of Marin, her son attending
classes at Indian Valley and her grandsons attending Auto Repair classes at the
Indian Valley Campus. Trustees thanked Ms. Moody for her vision and insight
and her ability to put things into context for the community. President Conti also
thanked the League of Women Voters for being such an important partner and
advocate for the College in the community.

The Board took a break at 7:35 p.m. for a short reception

President Conti reconvened the meeting to order at 7:43 p.m.

6. Academic Senate Report
Sara McKinnon supported the Resolution for Student Trustee Bergstrom-Wood,
noting that she appreciated all he had done for the College and wished him success
in the future. Ms. McKinnon handed out copies of the Academic Senate News that
contained detailed information about SLO assessments and rubrics. She then read a
Resolution regarding the College of Marin Foundation (attached to the minutes).

7. Classified Senate Report
Alice Dieli presented a report (attached to the minutes) from the Classified Senate on
behalf of Senate President Andrea Hunter. Ms. Dieli also thanked Student Trustee
Bergstrom-Wood for all that has done for the College.

8. Student Association Report
Student Trustee Bergstrom-Wood reported that the association had approved funds
for a number of items including $12,000 to the Library and funds to support the
creation of a new communal conference center for clubs. Student Trustee
Bergstrom-Wood read a letter he had submitted to Ann Hill, College of Marin
Foundation (attached to the minutes).

9. Board Study Session – Budget
Superintendent/President Coon noted that items A and B of the study session were
reports that the Board had requested previously.
A. Unfunded Liability
Vice President Harrison presented a report on the College’s Unfunded Liability
(attached to the minutes) and answered questions from Trustees. There was a
public comment request from Jon Gudmundsson. Mr. Gudmundsson questioned
the increase in payment due to benefit increases and commented that he did not feel the liability is a large as is being reported. He would like to see the increased benefit costs and the upcoming report. Superintendent/President Coon noted that the report would be shared.

B. Redevelopment Agency Update
Vice President Harrison presented a report on redevelopment (attached to the minutes) and updated the Board on the status of the successor agency boards established to oversee the redevelopment funds and what these changes mean to the College. Vice President Harrison answered questions from Trustees.

C. Budget Update and Projections
President Conti reminded Trustees that this was a background report and that there would be a more detailed discussion about the budget at the Board Retreat on Friday. Vice President Harrison presented a report on the budget (attached to the minutes). Superintendent/President Coon noted that there was a lot of work to do to bring a balanced budget to the Board in August. He further noted that during the Board Retreat, Trustees would be engaging in dialog to determine guiding principles to assist the College in making decisions to balance the budget. There was discussion by Trustees about their concerns with the structural deficit and the importance of having discussions to identify guidelines, plans, and options to assist us in making decisions about balancing the budget. There may be some tough decisions.

10. Consent Calendar Items (Roll Call Vote)
M/s (Namnath/Treanor) to merge items A. – J. BP 5130 Financial Aid and item K.2. Motion carried by unanimous vote of 7-0 plus an advisory aye vote by Student Trustee Bergstrom-Wood.

M/s (Namnath/Treanor) to approve Consent Calendar Items A. – J. BP 5130 and item K.2. Motion passed by unanimous roll call vote of 7-0 plus an advisory aye vote by Student Trustees 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 Academic Personnel Recommendations
1. Appointment of Academic Personnel
2. Resignation/Retirement of Academic Personnel
3. Sabbatical Leave Replacement for Academic Personnel

D. Approve Management Personnel Recommendations
   1. Appointment of Educational Management Personnel

E. Budget Transfers – Month of April - FY 2011/12

F. Warrant Approval

G. Surplus Equipment

H. Retroactive Approval of Out of Country Travel

I. Approve Revised 2012/2013 Academic Calendar

J. Second Reading and Approval of Revised Board Policies
   ▪ BP 3440 Service Animals  (Moved to Other Action Item C.11.F.)
   ▪ BP 3505 Emergency Operations Plan  (Moved to Other Action Item C.11.E.)
   ▪ BP 5130 Financial Aid

K. Modernization (Measure C)
   1. Ratify/Approve Modernization Contracts, Changes and Amendments ($710,289.25)  (Moved to Other Action Item 11.g.)
   2. Declaration of Surplus Disposal
      Transportation Technology Complex Project (402A); Utilities IVC Project (407B)

11. Other Action Items
M/s (Namnath/Treanor) to merge and approve items 11. A & D. Trustee Treanor mentioned that Doug Wilson, a new member of the COC committee, was in attendance for most of the meeting. Motion carried by unanimous vote 7-0 plus and advisory aye vote by Student Trustee Bergstrom-Wood.

A. Approve Agreement with California Pacific Medical Group

B. Approve Agreement with San Francisco Public Health (San Francisco General Hospital) – This Item was pulled from the agenda.

C. Modernization (Measure C)
M/s (Treanor/O’Brien) to merge items 1, 2, 3 and 4 and approve as one item. Trustee Treanor had a question about the move services in items 2 and 3, which was answered by Director of Modernization, Laura McCarty. Motion carried unanimously with 7-0 vote plus and advisory aye vote by Student Trustee Bergstrom-Wood.

1. Approve New Professional Services Agreement for Move Services
   PA & FA Relocation (850I) & Austin Science Center Relocation (850E)
   Norcal Moving Services ($130,490.00)
2. Approve New Professional Services Agreement for Move Planning Services
   Austin Science Center Relocation (850E)
   Visions Management ($50,000)
3. Approve New Professional Services Agreement for Move Planning Services
   PA & FA Relocation (850I)
   Julia H. Beatty ($25,000.00)
4. Approve Notice of Completion
   Main Building HVAC Revision Project (417A)

D. Approve Citizens’ Oversight Committee Members

E. Second Reading and Approval of Revised Board Policies (From Consent C.10.J.)
   BP 3505 Emergency Operations Plan
   M/s (Treasor/O’Brien) to approve Board Policy BP 3505 Emergency Operations Plan. Trustee Long had a question about pepper spray procedures, which was addressed by Chief Lemay. Trustee Long requested a copy of the Administrative Procedure. **Motion carried with a unanimous vote 7-0 and plus an advisory aye vote by Student Trustee Bergstrom-Wood.**

F. Second Reading and Approval of Revised Board Policies (From Consent C.10.J.)
   BP 3440 Service Animals
   M/s (Treasor/O’Brien) to approve Board Policy 3440 Services Animals. Trustee Dolan asked if it was possible to have a horse-free zone on the Kentfield and Indian Valley campuses, as she did not feel we could accommodate the needs of miniature horses on campus. Trustee Namnath noted that this is a Federal law that we cannot modify. **Motion carried with a vote of 6-1 with Trustee Dolan voting no and plus advisory aye vote by Student Trustee Bergstrom-Wood.**

G. Modernization (Measure C)
   Ratify/Approve Modernization Contracts, Changes and Amendments ($710,289.25) (Moved from Consent C.10.K.1.)
   M/s (Treasor/O’Brien) to approve Ratify/Approve Modernization Contracts, Changes and Amendments ($710,289.25). Director of Modernization, Laura McCarty, answered questions from Trustee Kranenburg about change orders, Trustee O’Brien about standardization, and Trustee Treanor about the Child Development Center Schedule. Director McCarty also directed Trustees to the Director’s Report for more detailed information. Trustee Treanor asked that the Board be kept informed about projects where exceeding budget may become an issue. **Motion carried by a unanimous vote 7-0 plus and advisory aye vote by Student Trustee Bergstrom-Wood.**

   President Conti opened the Public Hearing for MCCD/UPM Collective Bargaining Agreement (Re-Opener) Articles 3, 4, 7 and 8 for 2012/13 at 9:35 p.m. and asked for
public comment. There being no public comment, President Conti closed the Public Hearing.

13. **Board Policy Review (1st Reading)**

   President Conti referred Trustees to the information in their packet for review.
   - BP 7400 Travel

14. **Future Agenda Items**

   President Conti asked Trustees to take note of future agenda items.
   - Board Self-Evaluation
   - Review Mission Statement/Strategic Planning
   - Superintendent/President Evaluation
   - Pension Reform
   - Distance Education
   - WASC Interim Report

15. **Board Reports and/or Requests**

   A. **Committee Chair Reports**
   B. **Individual Reports/or Requests**

   Trustee Treanor reported on her presentation (attached to minutes) and attendance at the CCCT Conference in San Diego, which focused on Standard IV issues. Trustee Treanor also commented on how important it is that we all participate in helping the College to bring in new money.

16. **Approval of Minutes**

   M/s (O’Brien/Treanor) to approve the minutes of the April 6, 2012 Board Retreat and the April 17, 2012 Board Meeting. Motion carried with a unanimous vote 7-0 plus an advisory aye vote from Student Trustee Bergstrom-Wood.

17. **Information Items**

   President Conti referred Board members to their packets to review information items and review the important calendar items coming up.
   - Contracts and Agreements for Services – April 2012
   - **Modernization Update**
     1. Director’s Report
     2. Contract Milestone Report through April 2012
     3. Program Schedule
   - Revised Administrative Procedures
D. Calendar of Special Events

- College of Marin Foundation Scholarship Awards Ceremony, May 16, 2012, 5:30 p.m., College of Marin, Diamond Sports Center, Kentfield Campus
- College of Marin Veterans Association – Veterans Appreciation Luncheon, May 17, 2012, 11:45 a.m., Student Services Building, Staff Lounge, Kentfield Campus
- Retiree Reception, May 17, 2012, 4:00 – 6:00 p.m., Marin Art & Garden Center, Ross, California
- Puente End of Year Celebration, May 17, 2012, 6:00 – 8:00 p.m., Cafeteria, Kentfield Campus
- Intensive English Program Graduation, May 18, 2012, 12:00 p.m., Indian Valley Campus
- Early Childhood Education Student Celebration, May 19, 2012, 9:30 a.m. – 11:30 a.m., Building 12, Room 100, Indian Valley Campus
- Registered Nursing Pinning Ceremony, May 24, 2012, 6:00 p.m., Gymnasium, Kentfield Campus
- Commencement, Saturday, May 26, 2012, 10:00 a.m., Gymnasium, Kentfield Campus
- Sixth Annual Transfer Recognition Reception, May 25, 2012, 6:30 p.m., Student Services Dining Area, Kentfield Campus
- Dental Assisting Graduation, June 21, 2012, 6:30 p.m., Building 27, Indian Valley Campus

18. Correspondence

19. Board Meeting Evaluation

20. Adjournment

  M/S (Treanor/O'Brien) to adjourn to a short closed session in memory of Alexis Bush and Jason Fromm and in support of Nick Vos. Motion carried by a unanimous vote 7-0 plus and advisory aye vote from Student Trustee Bergstrom-Wood.

Open Session adjourned at 9:40 p.m.

There was no report from Closed Session.