A. Open Session
   1. Call to Order, Roll Call and Adoption of Agenda
      The Board of Trustees of the Marin Community College District met for a regularly scheduled
      Board meeting in the Cafeteria of the Student Services Building on the College of Marin,
      Kentfield Campus, all members having received notice as required by law. Board President
      Conti called the meeting to order at 5:35 p.m. Trustees Conti, O’Brien, Long, Treanor and
      Dolan were present. Trustees Kranenburg and Namnath were not present. Also present
      were Superintendent/President Coon, Vice President Harrison, Labor Negotiator Bruce Heid
      and Attorney Glen Gould.
      M/s (Treanor/Long) to approve the closed session agenda. Superintendent/
      President Coon pulled item 2. Motion to approve agenda with changes carried 4-0-2.
   2. Public Comment - There was no public comment.
   3. Recess to Closed Session – Meeting adjourned to closed session at 5:40 p.m.

B. Closed Session
   Trustee Kranenburg arrived at 5:50 p.m. and Trustee Namnath arrived at 5:55 p.m.

   1. CONFERENCE WITH LABOR NEGOTIATOR (Government Code §54957.6)
      Labor Negotiator: Bruce Heid
      Employee Organizations: United Professors of Marin (UPM/AFT), Service Employees
      International Union (SEIU), Classified Service Employees Union (CSEA)
   2. PUBLIC EMPLOYEE DISCIPLINE/DISCIPLINE/DISMISSAL/RELEASE (Government Code
      §54957) – This item was pulled
   3. CONFERENCE WITH LEGAL COUNSEL - Anticipated Litigation (Govt. Code Sec. 54956.9 (b))
      Number of Potential Cases: 1
      Attorney: Glenn Gould, Dannis Woliver Kelley
C. Open Session

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

Board President Conti called the meeting to order at 6:36 p.m. Trustees Conti, Dolan, Long, Kranenburg, Namnath, O’Brien and Treanor were all present. Student Trustee Blood was absent. Superintendent/President Coon and Vice Presidents Harrison and Duarte were also present. M/s (Treanor/Long) to approve the agenda. There were requests to adjourn in memory of a number of individuals and Superintendent/President Coon alerted the Board to a revised copy of the OPEB presentation and a revised classified personnel board item C.9.B. Motion carried 7-0.

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)

John Gudmundsson expressed his concern about the removal of oak trees for the Academic Center project by singing a song, giving a presentation and providing a petition signed by 95 individuals. He was concerned about a tree that had been removed over the weekend and requested that the College save the oak trees. Dr. Coon spoke to the removal of the tree over the weekend saying that it was in danger of falling on the child care center. It was removed for that reason. A report on the trees will be presented at the December Board meeting.

B. Comments regarding items on the Agenda - to be heard immediately before the Board of Trustees’ consideration of the item - None

4. Chief Executive Officer’s Report

A. Accreditation - Dr. Coon reported that the ACCJA/WASC team was on campus for two days last week to review our progress on previously identified recommendations and that his verbal debrief with Dr. Ortiz was very positive. A draft written report is expected in the next couple of weeks at which time the College will have the opportunity to respond to any errors before final submission to the Commission. The Commission will act at their meeting in January 11 – 13, 2013. Dr. Coon thanked everyone for their involvement and work, including the Board, to get this report together. Board President Conti echoed that sentiment.

B. Student Success Act of 2012 (SB 1456) –Vice President Angelina Duarte, gave a presentation (attached) and provided a handout (attached), explaining details of Senate Bill 1456 (Student Success Act of 2012) to become effective January 13, 2013. The bill is a result of the work of the Student Success Task Force and addresses some of the recommendations from that report. There was significant discussion about how this will affect the College of Marin’s staff, student and community, ideas about how we will meet these recommendations and what the impacts might be, and the importance of following our plans. It was noted that this is an opportunity to take advantage of a shift in culture and a chance to review how we interact with all of our students and the
community. Trustees thanked Ms. Duarte for a thorough and detailed presentation, noting that this will be a big change and will require a lot of work by the College and support by the Board.

C. Actuarial Study - Other Post-Employment Benefits (OPEB) Trust Administration and Investment Services – Vice President Al Harrison presented an update on the current status of the College’s unfunded liability (attached) and the details of what has occurred over the past several years, noting that the College’s unfunded liability has decreased since the initial study in 2005 by $2.18 million to $5.6 million as of September 2012. The College has set aside $2.16 million in a reserve fund for this purpose, reducing the liability by that amount; however, this will not meet the OPEB requirements until an irrevocable trust is established. Due to cost factors and IRS regulations, the College has not pursued establishing its own irrevocable trust. An Ad Hoc committee consisting of two Board members, the President and Mr. Harrison reviewed proposals from three entities and determined that CalPERS was the firm that best meets the College’s needs and an item will come before the Board this evening requesting approval to contract with CalPERS to establish an irrevocable trust for this purpose. Mr. Harrison answered questions from Trustees about how the process worked, investment strategies and cash flow projections, noting that the intent is to eventually use the fund to pay for the retiree benefits rather than using the General Fund.

D. Construction/Program Manager Selection Process – Dr. Coon expressed his appreciation to Swinerton Management Consulting for working positively with the College during this transition. He shared the proposed process for selection of a new program manager stating that a review committee initially studied five proposals and narrowed them down to four. He explained that there would be preliminary interviews held with URS Corporation, Bloch Construction, Kitchell and Jacobs. Dr. Coon requested direction from the Board about what process they would like to follow - the one used in 2005 where two finalists were presented to the Board, or for the committee to forward the top recommendation in December for approval and direction to begin contract negotiations. There was discussion about the process with pros and cons expressed for both options. Trustees requested that all committee members be present at the interviews. One Trustee commented that the public should have the opportunity to pose questions to more than one firm. Dr. Coon stated that he understood the concerns of the Board and had the information he needed to move forward with the process.

E. Marin County Office of Education Space Request - Marin County Office of Education has approached the College about using space on our campus to house their transition program. The program is currently housed at Grant Grover, however the Kent School needs the space and can no longer accommodate the transition program. Space at IVC was identified, but is not an option as repairs and accessibility issues were cost prohibitive. Another option to be considered is the portable village post modernization in 2015. The Board agreed that Dr. Coon could continue to research options, but to be sensitive to use of temporary buildings.
A brief recess was called at 8:25 p.m.

Trustee Dolan left the meeting at 8:30 p.m.

Meeting reconvened at 8:35 by Board President Conti. M/s (Treasnor/O’Brien) to pull item C.10.A. from the agenda. Motion carried 6-0-1.

5. Academic Senate Report (5 minutes) – Academic Senate President Sara McKinnon expressed gratitude on behalf of the Academic Senate to the College community for their work in meeting the WASC recommendations. A copy of the written report is attached to the minutes.

6. Classified Senate Report (5 minutes) – A written report is attached to the minutes.

7. Student Association Report (5 minutes) – There was no report.

8. Board Study Session - None

9. Consent Calendar Items (Roll Call Vote)
   M/s (Treasnor/O’Brien) to approve Consent Calendar Items. Motion carried by roll call vote 6-0-1. Trustee Dolan and Student Trustee Blood were not present.
   A. Calendar of Upcoming Meetings
      ▪ December 11, 2012, Organizational and Regular Meeting, 6:30 p.m.
         Cafeteria, Student Services Building, Kentfield Campus
   B. Approve Classified Personnel Recommendations
      1. Appointment of Hourly Personnel
      2. Temporary Reassignment of Classified Personnel
      3. Resignation/Termination of Classified Personnel
   C. Approve Classified Confidential Position Recommendation
   D. Approve Short-Term Hourly Positions
   E. Approve Budget Transfers – Month of October 2012
   F. Approve Warrants - Month of October 2012
   G. Second Reading and Approval of Revised Board Policies - None
   H. Modernization (Measure C)
      1. Approve/Ratify Modernization Contracts, Changes and Amendments ($532,116.85)

10. Other Action Items
   A. Approve Resolution #11-16-2012 C.10.A. Authorizing Use of Property and Land Use Agreement for Operation of Weather Station (Roll Call Vote) – This item was pulled
B. M/s (Treanor/O’Brien) to approve staff recommendation to engage PERS as Other Post Employee Benefit (OPEB) Trust Administrator. Motion carried 6-0-1.

C. M/s (O’Brien/Treanor) to Approve Agreement with Research and Planning Group for California Community Colleges for CTE Employment Outcomes Survey. Motion carried 6-0-1.

D. M/s (Kranenburg/O’Brien) to approve Strategic Plan 2012 – 2015. Trustee Long commented that with approval of this item, the Board accepts and will carry out its own mission of goals and objectives based on the next three years. Dr. Coon noted that this plan very much aligns all of our other planning efforts and our previous discussion with the Board relative to its own goals and the President’s objectives. Motion carried 6-0-1.

M/s (Namnath/O’Brien) to waive the reading of Resolution 11-13-2012 C.10.E.1. Motion carried 6-0-1.

E. Modernization (Measure C):
   1. M/s (Namnath/O’Brien) to approve Change Order #16 and Resolution #11-13-2012 - C.10.E.1. Midstate Construction Corporation, $234,970.00, Performing Arts Building Modernization Project (306A). Dr. Coon, Vice President Harrison and Bill Krill from Swinerton responded to questions and concerns from Trustees about the cost of change orders for this project. Mr. Krill categorized the change orders sharing the breakdowns within each category. It was noted that this change order was important to keeping this project on schedule and that there are controls in place. The Board item clearly lists what the change orders address. There was frustration expressed with extensive and costly change orders and a comment that the Board needed assurance that the contractor is motivated to get this project completed. Trustee Treanor disclosed that her sister works at Midstate, and has no ownership interest. The project is scheduled for completion by December 12. Motion carried with a roll call vote of 6-0-1. Trustee Long vote yes, with reservations, Trustee Treanor voted yes with the disclaimer and Trustee Dolan was not present.


   2. Approve Assignment and Consent Agreement for Architect VBN District Architect (Facilities Master Planning Architect) (808A)
   3. Approve New Project Inspector Agreement 4Leaf, Inc. ($19,500.00)
      Austin Swing Space Project (850E)

President Conti referred Trustees to their Board packets for review of items 11 and 12.

11. Board Policy Review (1st Reading) items in their packets for review.
   - BP 6550 Disposal of District Personal Property

November 13, 2012 BOT Minutes – Approved 12/11/2012
12. Future Agenda Items
   A. Trustee Walk-Through of Science, Math and Nursing Building

13. Board Reports and/or Requests (15 minutes)
   A. Discussion of Board Officers
      Trustees expressed their appreciation of the services and dedication of the officers
during the past two years and commented that the coming year will require good
community relations, organizational skills and a significant time commitment. Trustees
Treanor, O’Brien, Namnath and Long expressed their willingness to serve as officers.
There was discussion about the progress the Board has made, noting the importance of
having retreats and productive discussions. There was a suggestion that the new officers
have discussion with current and past officers to identify what is working and what can
be improved.

   B. Committee Chair Reports - None

   C. Legislative Report – Trustee O’Brien suggested that all Trustees take the time to read
      the Legislative report in their packets as there is very good information in the report
      related to the passage of Proposition 30.

   D. Individual Reports/or Requests – Trustee Treanor acknowledged the leadership of
      Dr. Jason Lau at the Asian American Alliance of Marin dinner she attended, noting that
      Dr. Lau was leading the group. She shared that was a very engaging evening and was
      pleased that there was a table of College of Marin students, and presentations from our
      international students, our emeritus students and Dr. Lau speaking to what is going on at
      the College. She expressed her appreciation of what a difference has been made at the
      College under the direction of Dr. Lau.
      Trustee O’Brien noted that she would be attending the CCLC Conference on Thursday
      with Dr. Coon and tomorrow attending the JLAC MCOE for a discussion about Prop 30
      and how K-14 will be affected by it. She will also be attending a pre-meeting at CCLC
      about partnering with K-12 Partners for community colleges. Trustee O’Brien also spoke
to the importance/requirement of professional development for Trustees. She would
like to revisit that discussion and assure that we are funding that budget appropriately.
      Dr. Coon noted that a Policy subcommittee met on that topic last week and the policy
will be coming forward for review shortly. Trustee Treanor commented that it is
important to have a full discussion on the travel item prior to approval.
      Dr. Long requested that Dr. Coon and Vice President Harrison report on Prop 30 as
appropriate and any impact it will have on the district.

14. Approval of Meeting Minutes (2 minutes)
   M/s (Treanor/Long) to approve the meeting minutes of October 16, 2012 with the
inclusion of the bullet point document presented at the meeting by Trustee Treanor. Motion carried 6-0-1.

President Conti referred Trustees to their packets for review of information items.

15. Information Items (see written reports)
   A. Contracts and Agreements for Services – October 2012
   B. 1st Quarter Financial Report CCSF-311Q
   C. Modernization Update
      1. Director’s Report
      3. Program Schedule
   D. Administrative Procedures
      ▪ AP 3280 Grants
      ▪ AP 3570 Smoke-Free Learning and Working Environment
      ▪ AP 6550 Disposal of District Personal Property
   E. Calendar of Special Events
      ▪ IVC Harvest Lunch, November 14, Building 17, 12:00 noon
        (Bring Canned Goods or cash donations for Marin Food Bank)
      ▪ Retired Faculty Luncheon, December 4, Staff Lounge, 11:30 a.m.
      ▪ Night of Giving, Sponsored by ASCOM, December 14, Staff Lounge, 5:00 p.m.
      ▪ College Holiday Party, December 19, Woodlands Café, 3:00 p.m.

16. Correspondence

17. Board Meeting Evaluation
   Meetings are getting much better and communicating well.

18. Adjournment
   M/s (Treanor/Long) to adjourn the meeting in honor of the following individuals:
   Nancy van Ravenswaay
   Ann Curtis Cuneo
   Frank Tallarida
   Ruth Lugassy
   Karen Sutherland
   Doris Organ

   Motion carried 6-0-1.

   Meeting adjourned at 9:11 p.m.