The Board shall act on posted items and shall not deliberate items that are not on the posted agenda.

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact our Human Resources Department at 485-9340. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting.

If you wish to speak, complete card available at entrance, give card to recording secretary, get recognition from the Chair. Public comment presentations will be limited to no more than 3 minutes each.

Government Code §54957.5 states that public records which relate to any item on the open session agenda for a regular Board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the Office of the Superintendent/President at 835 College Avenue, Administrative Center 123, Kentfield for the purpose of making those public records available for inspection.

A. Closed Session - 4:30 p.m. in SS S&B, Kentfield Campus

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

   a) Request for Public Comment on Closed Session Agenda

2. Closed Session to consider and/or take action upon the following items:

   a) Under Government Code Section 54957:
   PUBLIC EMPLOYMENT
   Title: Superintendent/President

3. Recess to Open Session
B. Special Meeting – 5:30 p.m. in the Deedy Staff Lounge, Student Services Building, Kentfield

1. Call to Order and Roll Call
2. Report of Closed Session for October 18, 2010
3. Public Comment
4. Board Study Session – Measure C Modernization Program
5. Adjournment
Agenda

- Original Planning Assumptions
  - Increasing utilization of each campus
  - State funding for projects
  - Projected low enrollment growth
- What Changed?
  - Maximum utilization of campus facilities ongoing
  - State funding did not materialize
  - Enrollment exceeded expectations
- Classroom Analysis
- Recommendation
- Discussion
Increase Utilization of Each Campus

- Original Plan: "Theme" for each campus
  - KTD: "Comprehensive Community College Offerings"
  - IVC: "Health and Wellness, Technology, Workforce Development, Specialized and existing programs, Partnerships"

- Move programs from KTD to IVC to maximize utilization.

- What Changed?: Programs didn't move as originally anticipated leading to additional classroom need at KTD.

  - From Board Study Session, 4/21/06
State Funding

- Original Plan: Attempt to obtain state funding
  - Downsize KTD and IVC to reduce GSF up to 30% (per WSCH)
  - Leverage State funding with bond $
  - Maintenance and Operations funding

- What Changed?: IVC not downsized.

- From Board Study Session, 4/21/06
Enrollment

- Original Plan: Projected low enrollment growth
  - Too much space for number of students being served.
  - Enrollment (Fall 2007): 5844 students
  - Projected enrollment (Fall 2012): 6402 students
  - 9% projected increase

- What Changed?: Original projection doubled.
  - Actual enrollment (Fall 2010): 6891 students.
  - 18% actual increase

- From DEIR, approved 2007
Analysis of Classroom Need

- Based on changed planning assumptions and enrollment data, classroom need was analyzed.
- Previous study (E. Dunmire): 44 classrooms at peak periods.
- New study (OIM): 35 classrooms can accommodate schedule.
# Occupied Lecture Rooms KTD campus Spring 2010

<table>
<thead>
<tr>
<th>Time Block</th>
<th>Mon</th>
<th>Tues</th>
<th>Wed</th>
<th>Thurs</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:10 - 9:30</td>
<td>26</td>
<td>16</td>
<td>23</td>
<td>19</td>
</tr>
<tr>
<td>9:40 - 11:00</td>
<td>47</td>
<td>40</td>
<td>43</td>
<td>42</td>
</tr>
<tr>
<td>11:10 - 12:30</td>
<td>41</td>
<td>36</td>
<td>37</td>
<td>33</td>
</tr>
<tr>
<td>12:40 - 14:00</td>
<td>39</td>
<td>21</td>
<td>33</td>
<td>20</td>
</tr>
<tr>
<td>14:10 - 15:30</td>
<td>16</td>
<td>13</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td>15:40 - 17:00</td>
<td>8</td>
<td>12</td>
<td>8</td>
<td>13</td>
</tr>
<tr>
<td>17:10 - 18:00</td>
<td>9</td>
<td>6</td>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>18:10 - 21:00</td>
<td>42</td>
<td>44</td>
<td>42</td>
<td>35</td>
</tr>
</tbody>
</table>

Includes Credit & Non-Credit classes in designated ‘Lecture’ classrooms

Does not include FA, BC101, BC102
**OIM Analysis**

**What are Our Most Popular Class Times?**

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:10-9:30</td>
<td>26</td>
<td>16</td>
<td>23</td>
<td>19</td>
<td></td>
<td></td>
<td>84</td>
</tr>
<tr>
<td>9:40-11:00</td>
<td>47</td>
<td>40</td>
<td>43</td>
<td>42</td>
<td></td>
<td></td>
<td>172</td>
</tr>
<tr>
<td>11:10-12:30</td>
<td>41</td>
<td>36</td>
<td>37</td>
<td>33</td>
<td></td>
<td></td>
<td>147</td>
</tr>
<tr>
<td>12:40-14:00</td>
<td>39</td>
<td>21</td>
<td>33</td>
<td>20</td>
<td></td>
<td></td>
<td>113</td>
</tr>
<tr>
<td>14:10-15:30</td>
<td>16</td>
<td>13</td>
<td>13</td>
<td>13</td>
<td></td>
<td></td>
<td>55</td>
</tr>
<tr>
<td>15:40-17:00</td>
<td>8</td>
<td>12</td>
<td>8</td>
<td>13</td>
<td></td>
<td></td>
<td>41</td>
</tr>
<tr>
<td>17:10-18:00</td>
<td>9</td>
<td>6</td>
<td>9</td>
<td>5</td>
<td></td>
<td></td>
<td>29</td>
</tr>
<tr>
<td>18:10-21:00</td>
<td>42</td>
<td>44</td>
<td>42</td>
<td>35</td>
<td></td>
<td></td>
<td>163</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>228</td>
<td>188</td>
<td>208</td>
<td>180</td>
<td></td>
<td></td>
<td><strong>804</strong></td>
</tr>
</tbody>
</table>

- Mid and late morning
- Early afternoon
- Evening

*Class time = block. i.e., 8:10-9:30 is one block*
# OIM Analysis

## What Are Our Under-Utilized Class Times?

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:10-9:30</td>
<td>26</td>
<td>16</td>
<td>23</td>
<td>19</td>
<td></td>
<td></td>
<td>84</td>
</tr>
<tr>
<td>9:40-11:00</td>
<td>47</td>
<td>40</td>
<td>43</td>
<td>42</td>
<td></td>
<td></td>
<td>172</td>
</tr>
<tr>
<td>11:10-12:30</td>
<td>41</td>
<td>36</td>
<td>37</td>
<td>33</td>
<td></td>
<td></td>
<td>147</td>
</tr>
<tr>
<td>12:40-14:00</td>
<td>39</td>
<td>21</td>
<td>33</td>
<td>20</td>
<td></td>
<td></td>
<td>113</td>
</tr>
<tr>
<td>14:10-15:30</td>
<td>16</td>
<td>13</td>
<td>13</td>
<td>13</td>
<td></td>
<td></td>
<td>55</td>
</tr>
<tr>
<td>15:40-17:00</td>
<td>8</td>
<td>12</td>
<td>8</td>
<td>13</td>
<td></td>
<td></td>
<td>41</td>
</tr>
<tr>
<td>17:10-18:00</td>
<td>9</td>
<td>6</td>
<td>9</td>
<td>5</td>
<td></td>
<td></td>
<td>29</td>
</tr>
<tr>
<td>18:10-21:00</td>
<td>42</td>
<td>44</td>
<td>42</td>
<td>35</td>
<td></td>
<td></td>
<td>163</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>228</td>
<td>188</td>
<td>208</td>
<td>180</td>
<td></td>
<td></td>
<td>804</td>
</tr>
</tbody>
</table>

- Early in the morning
- Late afternoon
- Friday

*Class time = block, i.e., 8:10-9:30 is one block*
## Current Lecture Classroom Schedule, Spring 2010

**Numbers of Occupied Lecture Rooms in Kentfield Spring 2010**

(Based on Dr. Dunmire's Analysis) - Currently Added-CR, NC, and CE

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:10-9:30</td>
<td>26</td>
<td>16</td>
<td>23</td>
<td>19</td>
<td>2</td>
<td>23</td>
<td>109</td>
</tr>
<tr>
<td>9:40-11:00</td>
<td>47</td>
<td>40</td>
<td>43</td>
<td>42</td>
<td>8</td>
<td>23</td>
<td>180</td>
</tr>
<tr>
<td>11:10-12:30</td>
<td>41</td>
<td>36</td>
<td>37</td>
<td>33</td>
<td>6</td>
<td>4</td>
<td>153</td>
</tr>
<tr>
<td>12:40-14:00</td>
<td>39</td>
<td>21</td>
<td>33</td>
<td>20</td>
<td>2</td>
<td>4</td>
<td>119</td>
</tr>
<tr>
<td>14:10-15:30</td>
<td>16</td>
<td>13</td>
<td>13</td>
<td>13</td>
<td>3</td>
<td>0</td>
<td>58</td>
</tr>
<tr>
<td>15:40-17:00</td>
<td>8</td>
<td>12</td>
<td>8</td>
<td>13</td>
<td>2</td>
<td>0</td>
<td>43</td>
</tr>
<tr>
<td>17:10-18:00</td>
<td>9</td>
<td>6</td>
<td>9</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>29</td>
</tr>
<tr>
<td>18:10-21:00</td>
<td>45</td>
<td>44</td>
<td>43</td>
<td>41</td>
<td>4</td>
<td>0</td>
<td>177</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>231</td>
<td>188</td>
<td>209</td>
<td>186</td>
<td>27</td>
<td>27</td>
<td>868</td>
</tr>
</tbody>
</table>

- Mid and late morning
- Early afternoon
- Evening

*Class time = block, i.e., 8:10-9:30 is one block*
# OIM Analysis

## Class Schedule for 35 Lecture Classrooms at KTD

<table>
<thead>
<tr>
<th>Time/Days</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Sat</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:10-9:30</td>
<td>26 + 4 = 30</td>
<td>16 + 5 = 21</td>
<td>23 + 2 = 25</td>
<td>19 + 2 = 21</td>
<td>2</td>
<td>23</td>
<td>122</td>
</tr>
<tr>
<td>9:40-11:00</td>
<td>47 - 12 = 35</td>
<td>40 - 5 = 35</td>
<td>43 - 8 = 35</td>
<td>42 - 7 = 35</td>
<td>8 + 17 = 25</td>
<td>23</td>
<td>165</td>
</tr>
<tr>
<td>11:10-12:30</td>
<td>41 - 6 = 35</td>
<td>36 - 1 = 35</td>
<td>37 - 2 = 35</td>
<td>33</td>
<td>6 + 14 = 2</td>
<td>158</td>
<td>158</td>
</tr>
<tr>
<td>12:40-14:00</td>
<td>39 - 4 = 35</td>
<td>21 + 4 = 25</td>
<td>33</td>
<td>20 or + 4</td>
<td>2</td>
<td>119</td>
<td>119</td>
</tr>
<tr>
<td>14:10-15:30</td>
<td>16</td>
<td>13</td>
<td>13</td>
<td>13</td>
<td>3</td>
<td>3</td>
<td>58</td>
</tr>
<tr>
<td>15:40-17:00</td>
<td>8</td>
<td>12</td>
<td>8</td>
<td>13</td>
<td>2</td>
<td>0</td>
<td>43</td>
</tr>
<tr>
<td>17:10-18:30</td>
<td>9 + 18 = 27</td>
<td>6 + 15 = 21</td>
<td>9 + 18 = 27</td>
<td>5 + 15 = 20</td>
<td>0</td>
<td>0</td>
<td>95</td>
</tr>
<tr>
<td>18:40-21:30</td>
<td>45 - 10 = 35</td>
<td>44 - 9 = 35</td>
<td>43 - 8 = 35</td>
<td>41 - 6 = 35</td>
<td>4</td>
<td>0</td>
<td>144</td>
</tr>
<tr>
<td>Total</td>
<td>221</td>
<td>197</td>
<td>211</td>
<td>190</td>
<td>58</td>
<td>27</td>
<td>904</td>
</tr>
</tbody>
</table>

* New Block Schedule 17:10-18:30 = 1.5 hrs which replaced 17:10-18:00.
* Move the Evening classes from 18:10 to 18:40, and move some of these from 18:10 to MW/TR: 17:10-18:10 blocks and to 14:00 or 15:40 blocks.
Scheduling Impact of 35 Classrooms:

- Includes Credit, Non-Credit and Community Ed.
- New master schedule will be developed for Fall 2012.
- More courses in early morning block.
- Evening courses will be taught in two blocks.
- Enrollment in afternoon and Friday is unclear.
Classroom Analysis Summary

- Classrooms pre-bond: 52
  - Too many small classrooms
  - Many non-ADA compliant
  - Many not "smart"
- Classrooms per Dr. Dunmire study: 44
- Classrooms per OIM study: 35

Conclusion: 35 Classrooms required to support schedule.
New Classroom Standard

- New Classroom Standard:
  - ADA – new laws require increased accessibility.
  - FFE – new standard desk is larger than previous desks.
  - AV – classrooms are “smart” and require “view angle.”
  - Will allow flexible use (lab or classroom).
  - Flexible scheduling (larger is better).

- Conclusion: Classrooms require more space per student.
35 General Use Classrooms:

- NAC - 13
- SMCP - 6
- LRC - 4
- PE - 2
- FH - 2
- FA - 2
- PV - 3
- TB1 - 3

Meets scheduling requirement.
Options for Flexibility and Future Growth:

- Scheduling Flexibility
- Future Growth

- Consider retaining Austin Science Center.
- Add to Portable Village.
- Move selected programs to IVC.
Austin Science:

- DSA upgrade – study ongoing.
- Classrooms available: 8 - 17
- Additional benefit: “Retire” portable buildings along College Ave.
  - TB-1 includes 3 classrooms and Campus Police.
  - Portable Village (PV) includes 6 classrooms.
Portable Village (PV):

- 3 trailers are owned.
- 6 trailers are leased.
- Additional trailers can be installed.
- Cost effective.
- Improve aesthetic with landscaping.
- Parking considerations.
Move Programs to IVC:

- Space available at IVC.
- Coordinate which programs to move.
Recommendation:

- Approve NAC program as recommended:
  - 13 Classrooms
  - Faculty Offices
  - President’s and Cabinet Offices, HR, OIM
- Retain Austin Science for future flexibility
- Issues if project is delayed:
  - Potential loss of favorable bid climate.
  - Additional administrative and soft costs in 2012 through 2014 as high as $70,000 per month.
NAC Program Confirmation Document

- Review of document
  - Brian Wright, TLCD Architects
  - Mark Cavagnero, Mark Cavagnero Architects
- Q and A