A. **Closed Session**

1. **Call to Order, Roll Call, Adoption of Agenda, Closed Session**

   The Board of Trustees of the Marin Community College District met in the SS A&B conference room on the Kentfield campus, all members having received notice as prescribed by law. Board President Conti called the meeting to order at 5:27 p.m. All publicly elected Trustees were present except Trustee Dolan, who arrived at 5:30 p.m. Dr. David Wain Coon, Al Harrison, Ken Meier, Linda Beam, and Bruce Heid were also in attendance.

   M/s (Hayashino/Long) to adopt the agenda. The motion passed by a vote of 6-0.

   There was no one present who wished to address the Board on the items listed to be discussed in closed session, and the Board went into closed session at 5:34 p.m.

   The closed session recessed at 6:34 p.m.

B. **Regular Meeting**

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

   Board President Conti reconvened the meeting of the Board of Trustees of the Marin Community College District in open session at 6:42 p.m. in the cafeteria on the Kentfield campus. All publicly elected Trustees were present and Student Trustee Bergstrom-Wood was also in attendance.
M/s (Treanor/Namnath) to approve the agenda. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   Board Clerk Namnath reported that the following action was taken during closed session regarding A.2.e, Complaint against Employees – Appeal (Anne Hanly appeal of administrative determination):

   Pursuant to AP3435 the Board of Trustees considered the appeal of a student’s complaint and sustains the administrative determination. The motion to sustain the administrative determination was made by Trustee Treanor, seconded by Trustee Dolan and approved by a unanimous vote of 7-0.

3. **Citizens’ Requests to Address the Board on Non-Agenda Items**
   Bob Crankshaw thanked the Board and staff for recognizing the validity of the request of the IVC neighbors for fencing around the bio-retention pond and including the fence in the MEP bid documents to be voted on later in the meeting. A copy of his statement is attached to the minutes as part of the official record.

   Vivien Bronshvag stated that there is still a great deal of chaos in the new Fine Arts Building. The building still has problems and some art classes won’t begin for two or three more weeks. She commented that students can’t hear their teachers because of construction noise (demolition of the old Fine Arts Building) and said that the construction should have taken place during the summer before classes started. Ms. Bronshvag asked that this semester not be counted toward repeatability for Fine Arts students because of all the problems that have affected instruction. She also stated that she hopes the Board will add penalties in the future to construction contracts to deal with situations where things are not completed in a timely manner.

4. **Chief Executive Officer’s Report**
   President Coon reported that the semester is off to a smooth start and thanked faculty, staff and students for making that happen. He introduced and officially welcomed Dr. Ken Meier, our new Vice President of Student Learning, and acknowledged Grace Hom’s retirement, noting that she has been in the Dental Assisting Program since 1990.

   a. **Accreditation Update**
      President Coon reported that we are in the final stretch of preparing our October response to WASC. He plans to send a draft of our response to Recommendation #9 to Board members for review and feedback tomorrow. The rest of the response has been posted for review by the college community. Dr. Coon thanked all the individuals involved in putting together our comprehensive follow-up report.

   b. **Fine Arts Review**
      Dr. Coon announced that the Fine Arts independent project review is well underway. He anticipates having an update on this at our September meeting.

   c. **Fund Development**
Dr. Coon announced that he is interested in engaging the Board in dialogue about the college’s fund development priorities and the concept of potentially creating an internal advancement office. He has notified the College of Marin Foundation of his intent to have this dialogue and intends to engage the staff and directors of the Foundation as appropriate. The Board’s Fund Development Committee will meet on September 1 at 5:30 p.m. to begin that conversation and fund development priorities will be discussed at the Board’s October 7 Retreat.

d. Workforce Development Update
Nanda Schorske, Dean of Workforce Development, College & Community Partnerships, reviewed the Workforce and Economic Development Update in the Board packets. She noted that we have focused on enrollment growth management at IVC and have helped form a new organization, the Marin Economic Forum, Marin County’s organization for economic development.

e. Other
President Coon reported that we are finalizing the college’s Memorandum of Understanding with the Marin Brain Injury Network.

5. Academic Senate Report
Sara McKinnon, Academic Senate President, reported that the 2011-12 academic year started off with a very successful and informative convocation and that things are running smoothly except for construction noise and the massive relocation of music and drama classes. She commented favorably on the design of the New Academic Center, the work of the Planning and Resource Allocation Committee, the full-time faculty hiring process, and the no smoking policy.

A copy of her statement is attached to the minutes as part of the official record.

6. Classified Senate Report
A written report submitted by Andrea Hunter, Classified Senate President, is attached to the minutes as part of the official record.

7. Student Association Report
Student Trustee Bergstrom-Wood welcomed Vice President Meier to the campus and thanked Dr. Arnulfo Cedillo, Director of Student Affairs & Health Center, his assistant Vickie Lamke and the entire staff for a successful Welcome Week. He reported that ASCOM will soon meet and that he hopes to develop a closer bond between ASCOM and the Emeritus group. Student Trustee Bergstrom-Wood thanked President Coon for the no smoking policy.

8. Board Study Session
   a. Modernization – New Academic Center Design Update
   Modernization Director Laura McCarty introduced architect Mark Cavagnero of Mark Cavagnero & Associates who gave a Powerpoint presentation on the proposed design, placement and campus orientation of the New Academic Center. Mr. Cavagnero noted that he and his staff have been responsive to community comments and are
considering adding balconies, louvers, color on window shades, and landscaping to break down the mass of the building. They are also considering pushing the building back further from College Avenue and using corten steel, an earthy and organic natural material that can add warmth and texture to the building. The third level of the NAC will be held back so that the building looks like a two-story building from the street and the oak trees will show above the roof line. The design team is working on developing a proper face for the school and making the “great lawn” the heart of the campus. A copy of Mr. Cavagnero’s presentation is attached to the minutes as part of the official record.

Trustees expressed concern about the size of the 200 seat auditorium and asked for information on how we use Olney Hall now and on projected future uses of Olney and the new auditorium.

Public Comment:

Len Pullan, a community representative on the NAC Design Use Group, commented that he is impressed by the whole design process, we have the right architectural team and the feedback has been working beautifully. He stated that it has been a joy to work with this team.

Deborah Loft, a COM professor of art history, commented that since our campus is being transformed in an eclectic way, we are fortunate that architect Mark Cavagnero’s design takes all the buildings on campus into consideration. She noted that the new plan of the campus is non-linear and that she hopes all the buildings will speak to each other and not be isolated. She thinks landscaping and shading will break up the mass of the NAC and hopes the new College Avenue facade will revitalize the street and maybe even sustain an off campus coffee shop.

Craig Wheeler, a COM student, encouraged the Board to approve this beautiful new plan for the NAC.

Scott Peoples of Friends of Kentfield complimented Mark Cavagnero and TLCD for taking some of the concerns of the community to heart regarding how the new building will set the tone for College Avenue and interface with this historic town. He likes the idea of adding ivy, louvers, balcony offset, and street landscaping but said that the friends of Kentfield are still not comfortable with the lack of breakthroughs in the NAC. He thinks Mark Cavagnero is capable of a few more improvements to diminish the boxy, modern appearance of the building. Mr. Peoples appealed to the Board to follow the instructions of the community to make the outside façade fit in a little more with the community.

The Board recessed at 8:40 and reconvened at 8:45 p.m.
b. Adoption Budget

Al Harrison, Vice President of College Operations, made a presentation (copy attached) analyzing the 2011-12 adoption budget. Key points presented include the following:

- Our total revenue increase is $1.005 million
- Property taxes are slowly recovering but real estate activities are still slow
- The state has cut our Partnership for Excellence (PFE) funds 50% ($576,000) and the remaining 50% will be eliminated next year (2012/2013)
- Our budget was in balance until two weeks ago when we received notice of the PFE reduction; we decided to cover this $550,000 shortfall
- Our planned ending fund balance (reserves) for 2011/2012 is 12.4%
- President Coon commented that despite a lean budget we have been able to make some significant accomplishments:
  - 22 out of 31 PRAC requests for resources have been funded
  - 11 out of 17 President’s Cabinet initiatives have been funded
  - Focused on student success
  - Resolved contract negotiations
  - Planned restoration of full-time faculty
  - Maintained class schedule
  - Addressed maintenance & operations needs
  - Addressed instructional equipment & technology needs
  - Planned college advancement activities
  - Increased fund balance
- PRAC was asked for ideas for cost reduction and they came up with many suggestions
- Cost reduction measures included the following:
  - Reduced legal expenses
  - Reduced outside contracts
  - Reduced DSPS backfill (MBIN partnership)
  - Reduced community education backfill
  - Reduced discretionary spending
  - Considered all available sources of funds

9. Public Hearing on 2011/12 Adoption Budget

Board President Conti opened the public hearing on the 2011/12 adoption budget. There being no comments from the public Board President Conti closed the public hearing.

A. M/s (Kranenburg/Treanor) to Approve the 2011/2012 Adoption Budget. The motion passed by a roll call vote of 6 to 1 with Trustee Dolan casting the no vote. Student Trustee Bergstrom-Wood cast an advisory aye vote.

10. Consent Calendar Items

M/s (Namnath/Hayashino) to approve all items on the Consent Calendar. Trustee Dolan asked to remove items 10. E, I and L from the Consent Calendar. The Board voted to approve all items on the Consent Calendar with the exception of 10.E, I and L by a roll call vote of 7-0 (plus an
advisory aye vote by Student Trustee Bergstrom-Wood).

A. Calendar of Upcoming Meetings

B. Approve Classified Personnel Recommendations
   1. Appointment of Classified Personnel
   2. Appointment of Hourly Personnel
   3. Temporary Reassignment of Classified Personnel
   4. Temporary Increase/Decrease in Assignment of Classified Personnel
   5. Resignation/Retirement of Classified Personnel

C. Approve Academic Personnel Recommendations
   1. Appointment of Academic Personnel
   2. Resignation/Retirement of Academic Personnel

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

E. M/s (Namnath/Long) to Approve Short-Term Hourly Positions. The motion passed by a roll call vote of 6 to 1 with Trustee Dolan casting the no vote. Student Trustee Bergstrom-Wood cast an advisory aye vote.

F. Budget Transfers – Month of July – FY 2011/12

G. Warrant Approval

H. Declaration of Surplus Property - Miscellaneous Equipment

I. Approve Revised Board Policies – BP1.4a (Review institutional needs and assess institutional effectiveness, using Program Review, Administrative Planning and Assessment, the Strategic Plan and the Educational Master Plan)
   - BP 7236 Substitute and Short-Term Employees
   - BP 7310 Nepotism
   - BP 7330 Communicable Diseases
   - BP 7370 Use of District Resources for Political Activity
   - BP 7510 Domestic Partners

M/s (Treonor/Hayashino) to vote on the last two policies (BP 7370 and BP 7510) separately. The motion passed by a vote of 6 to 1 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Namnath casting the no vote.

M/s (Treonor/Hayashino) to approve Board Policies 7370 and 7510 as written. The motion passed by a roll call vote of 6-0-1 with Trustee Dolan abstaining. Student Trustee Bergstrom-Wood cast an advisory aye vote.

M/s (Treonor/Namnath) to approve Board Policies 7236, 7310 and 7330. The motion passed by a roll call vote of 6-0-1 with Trustee Dolan abstaining. Student Trustee Bergstrom-Wood cast an advisory aye vote.
J. Approve New Credit Courses

K. Modernization (Measure C) - BP3.1 *(Keep modernization program on track)*
   1. Ratify/Approve Modernization Contracts, Changes and Amendments ($828,686.27)

L. M/s (Treanor/Hayashino) to Approve County of Marin and College of Marin Program Agreement to Support Work Experience Cohort of Farm Students. The motion passed by a roll call vote of 6 to 1 with Trustee Dolan casting the no vote. Student Trustee Bergstrom-Wood cast an advisory aye vote.

M. Approve San Francisco Community College District and Marin Community College District Program Agreement to Support Electric Vehicle (EV) Technician Training

N. Approve Student Record Destruction

11. Other Action Items

   A. M/s (Treanor/Long) to Approve Marin General Phlebotomy Student Training Agreement. The motion passed by a vote of 6 to 1 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Dolan casting the no vote.

   B. M/s (Treanor/Namnath) to Approve Marin General EMT Student Training Agreement. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   C. M/s (Treanor/Kranenburg) to Approve Marin County Office of Education Use Agreement. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   D. M/s (Treanor/Hayashino) to Approve Barnes & Noble Contract Extension. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   E. M/s (Kranenburg/Namnath) to Approve Marin County Superintendent of Schools Product and Services Agreement & Addendum. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   F. M/s (Namnath/Hayashino) to Reject Application to File Late Claim – Elaina Perez. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   G. M/s (Treanor/Hayashino) to Reject Tort Claim – Anne Hanly. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   H. Modernization (Measure C) - BP3.1 *(Keep modernization program on track)*
      M/s (Namnath/Hayashino) to move 11.H.5 up on the agenda. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

President Coon explained that the recommendation is that the Board pre-authorize the award of a CMAS contract for the track running surface in either Polyurethane or Mondo. New information has come forward and the administration is asking for additional time to choose one of these options.
H. Modernization (Measure C) – BP3.1 *(Keep modernization program on track)*

5. M/s (Namnath/Treanor) to Pre-authorize Award of California Multiple Award Schedules (CMAS) Contract.

Public Comment:

Mimi Willard thanked the Board, staff and Dr. Coon for getting us to the point of funding track renovation and encouraged the Board to vote for this pre-authorization. She urged the Board to use the best surface the District can afford to get the best lifetime and to get the construction going quickly so that the work can be done before the rainy season.

Scott Peoples stated that the Friends of Kentfield support this project and the pre-authorization.

The motion to Pre-Authorize Award of California Multiple Award Schedules (CMAS) passed by a unanimous 7-0 vote (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

M/s (Long/Namnath) to approve 11. H.1, 2, 3, 4 and 6. The motion passed by a unanimous 7-0 roll call vote (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

1. Approve Five-Year Construction Plan
2. Approve New Professional Services Agreement
   - Science/Math/Central Plant Complex Increments 2 & 3, Site Development & Building Project (305A); Performing Arts Building Modernization Project (306A);
   - Child Study Center Project (303C)
   - Radixos – Furniture, Fixtures & Equipment (FF&E) Consultant ($247,170)
3. Approve Resolution Declaring Non-School Building for Instructional Purposes
   - Resolution No. 8/23/11 B.11.H.3 for Performance Tent PA & FA Relocation Project (850I)
4. Approve Award of a Construction Contract
   - MEP Supplemental Project (308B-402A-407B-417A)
   - Trahan Mechanical ($404,254)
5. Approve Change Order #17 and Resolution Attesting No Benefit to Bidding Out Change Order Work ($80,014)
   - New Fine Arts Building Project (306C)
6. M/s (Treanor/Long) to Approve Confidential, Supervisory, and Managers’ Salary and Benefits: 2011-2012. The motion passed by a unanimous 7-0 vote (plus an advisory aye vote by Student Trustee Bergstrom-Wood).
7. M/s (Treanor/Long) to Ratify Collective Bargaining Agreement with Service Employees International Union (SEIU) Local 1021. The motion passed by a unanimous 7-0 vote (plus an advisory aye vote by Student Trustee Bergstrom-Wood).
8. Accept California School Employees’ Association (CSEA), Chapter 196 Initial Contract Proposal to the District and Hold Public Hearing
Board President Conti opened the public hearing on the CSEA, Chapter 196 Initial Contract Proposal to the District. There being no comments from the public Board President Conti closed the public hearing.

M/s (Treanor/Kranenburg) to **Accept California School Employees’ Association (CSEA), Chapter 196 Initial Contract Proposal to the District.** The motion passed by a unanimous 7-0 vote (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

**RESOLUTIONS (Roll Call Vote)**

M/s (Treanor/Hayashino) to approve B.11.L through O. The motion passed by a roll call vote of 6-1 with Trustee Dolan casting the no vote. Student Trustee Bergstrom-Wood cast an advisory aye vote.

L. **Approve Gann Appropriations Limit for 2011/12 Resolution**

M. **Approve Resolution Authorizing the Governing Board to Enter into Agreement Number 21-6538-00-1, California State Preschool Program CSPP-1285 with the California Department of Education for the Purpose of Providing Child Care and Development Services and Authorizing the Designated Personnel to Sign Contract Documents for Fiscal Year 2011/12**

N. **Approve Resolution Authorizing the Governing Board to Enter into Agreement Number 21-6538-00-8, Amendment 01 Facilities Renovation and Repair CRPM-8072 with the California Department of Education for the Purpose of Providing Child Care and Development Services and Authorizing the Designated Personnel to Sign Contract Documents for Fiscal Year 2008-09 to 2010-11**

O. **Approve Resolution in Support of Constitution Day**

P. M/s (Treanor/Long) to **Approve Resolution to Compensate Trustee Namnath for Excused Absence.** The motion passed by a roll call vote of 6-0-1 with Trustee Namnath abstaining. Student Trustee Bergstrom-Wood cast an advisory aye vote.

12. **Future Agenda Items**

a. Bolinas Property (September/October)

b. Parcel Tax (September/October)

c. CCLC Board Policy/Procedures Update (September)

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

a. **Legislative Report**

None

b. **Committee Chair Reports**

None

c. **Individual Reports and/or Requests**

Trustee Long complimented Dr. Coon and staff on the fabulous Convocation.

Trustee Dolan requested a GANN chart for the lst 10 years showing dollar amounts, not percentages.
14. Approval of Minutes (2 minutes)
   - Minutes of July 19, 2011 Board Meeting
     M/s (Treanor/Hayashino) to approve the minutes of the July 19, 2011 Board meeting
     The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

15. Information Items
   Board members were referred to the information items in their Board packets.
   B. Fourth Quarter Financial Status Report and CCFS-311Q for 2010/11
   C. Dental and Vision Self-Funded Insurance Administration
   D. Modernization Update – BP3.1 (Keep modernization program on track)
      1. Director’s Report – BP3.1 (Keep modernization program on track)
      3. Schedule – BP3.1 (Keep modernization program on track)
   E. Calendar of Special Events
      Annual Meeting of Marin County Council of Mayors and Councilmembers/Marin Community United – September 27, 2011 - 6:00 p.m.
      43 Main Street, Tiburon
      CCLC Annual Conference – November 17-19, 2011 – San Jose

16. Correspondence

17. Board Meeting Evaluation
   Board members commented that this was a good meeting.

18. Adjournment
   M/s (Treanor/Hayashino) to adjourn the meeting. The motion passed by a unanimous 7-0 vote (plus an advisory aye vote by Student Trustee Bergstrom-Wood) and Board President Conti adjourned the meeting at 10:05 p.m.