Board of Trustees Meeting
February 15, 2011
Minutes

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 &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 5:40 p.m. All publicly elected Trustees were present except Trustee Treanor, who arrived at 5:48 p.m. and Trustee Namnath, who arrived at 5:52 p.m. Dr. David Wain Coon, Al Harrison, Angelina Duarte, Linda Beam, and Bruce Heid were also in attendance.

M/s (Long/Hayashino) to adopt the agenda. The motion passed by a vote of 5-0.

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 5:42 p.m.

The closed session recessed at 6:23 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 6:40 p.m. in the cafeteria on the Kentfield campus. All publicly elected Trustees were present and Student Trustee Parker was also in attendance.
M/s (Hayashino/Namnath) to adopt the agenda. Requests were made to remove B.9.C, B.9.D, B.9.Q., B.9.L., B.9.I, B.9.G, and B.9.H from the Consent Calendar and move them to the Action Calendar. Trustees Hayashino and Namnath accepted these changes and the motion to adopt the agenda with the specified changes passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).

Board President Conti announced that the meeting was being recorded to facilitate the preparation of minutes.

Board Clerk Namnath reported that no action was taken.

3. **Citizens’ Requests to Address the Board on Non-Agenda Items**
Ira Lansing, UPM President, reported that UPM has received a counter offer from the District. He stated that if the language reads the way they think it should UPM will have a tentative agreement that can be sent to the members for approval. Mr. Lansing thanked Dr. Coon for his prompt facilitation of this matter.

Tara Flandreau of COM’s Performing Arts Department asked the Board to consider using savings from other Measure C projects to renovate our Fine Arts Theater, noting that much work needs to be done there.

Paul Smith of COM’s Music Department seconded Ms. Flandreau’s comments, noting that COM’s theater serves the drama, dance and music departments. He also suggested naming the theater the James Dunn Performing Arts Theater in honor of our renowned drama instructor James Dunn.

Catherine Rucker advocated for automated defibrillator units and an AED program on campus. Copies of her statement and handouts are attached to the minutes as part of the official record.

Christina Mulcahy, representing Moms for FOMS (Friends of Marin Schools), asked the Board to support her organization’s efforts to have the Marin Wellness Center, a medical marijuana dispensary across the street from the college, relocated.

4. **Chief Executive Officer’s Report**
Superintendent/President Coon shared positive news from our Athletics & Physical Education Department. Our women’s basketball team received the fifth seed in the Bay Valley Conference Playoffs and will be playing at Contra Costa College in San Pablo on February 15 at 7:00 p.m. Also, COM’s baseball team is currently 5-1 on the season.
a. **Accreditation Update**

Dr. Coon congratulated the college on reaffirmation of our accreditation, noting that we received seven commendations and eight recommendations. He was pleased to see a front page article in the IJ about this. The Accrediting Commission is requesting a follow-up report by October 15.

b. **Community Relations Update**

President Coon reported that he hosted his first open forum on the Kentfield campus on February 2. This is to be a monthly event providing opportunities for open dialog with the campus community. Dr. Coon will host a “coffee” on the IVC campus in the near future.

c. **Staff Reports**

1. **Citizens’ Oversight Committee Annual Report**

Bill Scott, chair of the Citizens’ Oversight Committee (COC), reviewed the annual COC report in the Board packets. He explained that the COC provides oversight ensuring that:

1) Bond proceeds are expended only for construction, reconstruction, rehabilitation or replacement of College facilities in compliance with the projects listed in the Measure C ballot language: and that

2) No funds are used for teacher or administrator salaries or for other college operating expenses.

Mr. Scott was pleased to report that the July 1, 2009 to June 30, 2010 audit found nothing wrong anywhere.

5. **Academic Senate Report**

Sara McKinnon, Academic Senate President, reported on the work of the Senate’s five subcommittees: Academic Standards Committee, Program Review Committee, Distance Education Committee, Student Learning Outcomes Assessment Council, and Curriculum Committee. She also provided an explanation of how decisions are made to delete or deactivate courses or degrees or certificates. A copy of Ms. McKinnon’s report is attached to the minutes as part of the official record.

6. **Classified Senate Report**

None

7. **Student Senate and Student Association Report**

Student Trustee Parker reported that ASCOM worked on Club Fest which provided information on club activities and membership and sponsored a free barbecue. He also announced that activities are being planned for Black History Month and efforts are being made to mobilize people to participate in the March 14 march in Sacramento to support California Community Colleges.

8. **Board Study Session**

a. **Measure C Bond Program – Follow up Questions & Answers**

President Coon stated that the Board asked several questions at the January 18 Board meeting about the Measure C Bond Program and that answers and clarification were
provided in the Board packets.

President Coon, Vice President Angelina Duarte, Director of Modernization Laura McCarty, and Leigh Sata of Swinerton reviewed the modernization information prepared for the Study Session (copy of presentation attached). A revised bond spending plan (copy attached) was distributed.

Trustees asked for more detailed information on “soft costs” of our projects, the list of projects on our modernization waiting list, and the facilities condition index of the Austin Science Center.

Public Comment:
Earl Downing urged the Board to renovate the track, noting that local high school track students need a community college program and are prime candidates for coming to COM.

Brian O’Connor of Friends of Kentfield made a presentation (copy attached) entitled “Measure C: Our Dollars at Work.” He expressed concerns about proposed plans to increase the size of the New Academic Center and demolish the Austin Science Center.

Scott Peoples of Friends of Kentfield commented that the Board members are elected as non-partisan candidates to represent the community and are to ensure that the generosity of the public is being spent in a fiscally responsible and prudent manner. He questioned the proposal to demolish the Austin Science Center and overbuild the New Academic Center. A copy of his statement is attached to the minutes as part of the official record.

Kim Noble Baez commented that the COM track should be available to the community and advocated resurfacing it for a 20 year life span. He also mentioned that Corte Madera Parks & Recreation renovated bleachers through fundraising.

Mimi Willard of Friends of the COM Track advocated for the Mondo track renovation option. She commented that once the track is renovated more local track students will come to COM. Ms. Willard stated that $500,000 seems like a lot to spend on bleachers and commented that it might make more sense to spend that money on high jump, long jump and pole vault equipment so that we can host meets.

Vivien Bronshvag, a Fine Arts student, commented on a number of problems in the new Fine Arts Building as the building is not complete and not completely furnished. She mentioned lighting, sound, heating, electrical and plumbing problems and a lack of adequate storage space. A copy of Ms. Bronshvag’s statement is attached to the minutes as part of the official record.

Jack Wilkinson commented that when the bond was passed in 2004 money was flowing but that times have changed and we now have to look at things in a more prudent manner. He expressed concern about demolishing the Austin Science Center and said we shouldn’t
consider building at $700 per square foot.

Bud Broomhead of Friends of Kentfield commented that he thinks 35 classrooms is a reasonable number for the New Academic Center and suggested scheduling more classes on Fridays and Saturdays and possibly building at IVC.

Elizabeth Moody commented that the Board represents the entire county and not just the Kentfield neighbors and that decisions must be made on the basis of student needs. She stated that she suspects that many students work during afternoons and that we have to schedule classes when the students can come. She commented that she loves the track idea and thinks the New Academic Center is a wonderful plan. She encouraged the Board to look at the needs from the viewpoint of the campus, the students and the whole Marin community.

John Rollings commented that it doesn’t make sense to tear down the Austin Science Center for 40 more parking spaces and questioned the need for 40 classrooms in the New Academic Center and the $750 per square foot cost.

Bill Scott of Marin Building Trades stated that this is a college for all of Marin County and that the people in Novato are proud of College of Marin and people in San Rafael that he knows think we’re doing the right thing. He said he would like to know the home remodel costs in Marin and that they are probably close to $1000 per square foot. He noted that there is 30% unemployment in the trades right now, that this recession will last a while longer, and our projects will probably come in at 10 to 15% under budget for the next 3 to 4 years.

Sara McKinnon, Academic Senate President, commented that we are a small college with a headcount of 8,000 and offer a full range of disciplines. We don’t have multiple sections like large colleges and need the 40 classrooms to offer what our students need to complete their courses.

Student Trustee Parker left the meeting at 9:00 p.m.

**Trustee Comments:**

Trustee Dolan read a statement (copy attached) stating that she left the January 18 Board meeting under protest as Honorable Chair Diana Conti allowed summary comments on Measure C from just 6 of 7 elected Trustees.

Board President Conti responded that if a Trustee does not follow the procedure specified by the chair she will continue to rule that Trustee out of order as she did to Trustee Dolan at the January meeting. Trustee Conti further explained that Trustee Dolan made comments during the question clarifying time at the January meeting and Trustee Conti told her that if she made her comments then she would forfeit her time later.

Trustee Namnath thanked President Coon for revisiting the whole process. He asked to have
better and best options provided at the next meeting and commented that we owe it to the citizens of Marin County to do a good job and have a good product for the voters of Marin. He commented that he is not buying into the $700 per square foot cost for the New Academic Center and expressed support for taking care of the track, field and bleachers.

Trustee Kranenburg stated that projecting out into the future is always difficult in terms of costing but that if we looked at the $33 million that was proposed and we had a discount go from 30% to 10%, that is $6 million. He noted that according to his calculations if we had moved along and not taken over a year to make this decision, we would have had a $27 million cost instead of $33 million. $27 million instead of $33 million divided by 52,000 square feet is $530 per square foot. Trustee Kranenburg noted that the longer you draw things out, the more expensive things are going to be and we’ve made those estimates already now of a $7 ½ million delta. He commented that this Board has been very prudent with Measure C spending and that we’ve had good management and have taken advantage of a slow economy. He also noted that we have double digit reserves. Trustee Kranenburg explained that we can’t use Measure C money for maintenance, the general fund or teacher salaries. He stated that he is confident that we are moving in the right direction with new leadership.

Trustee Treanor commented that we need to revisit the list of projects on the waiting list which includes repairs to the Performing Arts Building. She stated that it’s important to have a high quality track but that she is not in favor of using bond dollars for the bleachers and media center. She suggested that we look at donor opportunities like naming the track after someone. Trustee Treanor commented that time is money and that the Board should be prepared to make a decision next month.

Trustee Long thanked Dr. Coon and the staff for the excellent report. She also stated that not making a decision is a decision. She expressed that she had an ethical dilemma in that do our words mean anything when we say something different from the original Measure C bond plan and commitment. Trustee Long noted that she went out into the community to sell the bond issue and showed pictures of the bleachers, track and athletic fields, Performing Arts Building, and other projects which needed to be fixed. She was one of three Board members who were present when the bond began and they never talked about new construction. On the original blueprint there was one new facility at Kentfield and one new one at IVC. Now we have significant new construction and one renovation. It’s difficult for her to go out and say we changed our minds. Trustee Long is concerned about the Board’s word being good and the Board’s capacity to make the appropriate changes in these economic times of uncertainty. She commented that maybe we need to step back, reflect and do things differently and that during these difficult economic times, unorthodox ways of problem solving require changes and dictate review and reassessment.
Trustee Long indicated that she completely agrees with Bill Scott’s comment about the trades employees taking a terrible hit with availability of work and decrease of wages. She asked where the money goes in the contracts if carpenters are getting $20-25 per hour which is a minimum of 20-30% decrease. For this reason she has an issue with Swinerton asking for a contract extension at the same level as in 2008.

Trustee Long expressed support for the track, bleachers and athletic field and the New Academic Center at a lower cost. She suggested looking at options of housing all administrative services under one roof in an existing building. She supports the Child Care Center in the main building and questions the need for a modular classroom when 15 adult classes are in the evening. She expressed support for use of the Austin Science Center only within the parameters of our budget and would like to see the use of paint, patch and carpet for that building. She offered Harlan Center as an alternative if Austin Science Center was not a fundable option and suggested having Mark Cavagnero, who has expertise in renovation, explore the possibility of renovating Olney Hall as a cost saving measure.

Trustee Conti commented that we are coming down to the wire on these decisions, that there’s more need than money, and that we need to make a decision hopefully next month and move on. She commented that it’s the Board’s responsibility to make sure everything we do with the bond money is cost effective. She said we need to look at the viability of renovating the Austin Science Center and that she supports the Mondo track. Trustee Conti stated that we need to cost everything out and that she doesn’t need more analysis on the number of classrooms needed.

Trustee Conti stated that Trustee Long mentioned Harlan Center and Olney. In January 2010 the Board voted by a vote of 5 to 2 to support the New Academic Center and this included demolishing Harlan Center and Olney. Board President Conti stated that Trustee Long’s comments would require more time and resources and that she needed to know if there was a consensus to do that. Trustee Treanor stated that Trustee Long could ask for a reconsideration of that vote.

Trustee Long stated that since she was one of the people who voted for it she could ask for reconsideration of that vote. Trustee Long commented that we haven’t sited the buildings yet, that Harlan Center has the lowest index of all the buildings and we could do a renovation of Harlan Center if Olney goes down. She stated that the Board never had a public discussion on moving Olney to the center where you can’t find parking and that you have a different scenario depending on where you move the pieces. She requested a roll call vote.

M/s (Long/Treanor) to reconsider the 5 to 2 vote of January 2010 for authorization for budgeting for the New Academic Center with the demolition of Harlan Center and Olney. The motion was defeated by a roll call vote of 4 noes (Trustees Kranenburg, Hayashino, Treanor, and Conti) to 3 ayes (Trustees Long, Dolan and Namnath).
9. **Consent Calendar Items (Roll Call Vote)**


The motion passed by a unanimous roll call vote of 7-0.

A. **Calendar of Upcoming Meetings**

   * Board Retreat – March 26, 2011 – 8:30 a.m. to 1:00 p.m. – AC108
   * March 15, 2011 Board Meeting Location Change to Cafeteria, Kentfield Campus

B. **Approve Classified Personnel Recommendations**

   1. Appointment of Hourly Personnel
   2. Temporary Increase/Decrease in Assignment/Salary for Classified Personnel

E. **Approve Short-Term Hourly Positions**

F. **Budget Transfers – Month of January – FY 2010/11**

J. **Approve New Community Services Courses**

K. **Approve New Credit Courses**

M. **Approve Credit Course Deletions**

N. **Approve New A.A. and A.S. Degrees and Certificates of Achievement**

O. **Approve Revisions in A.A. and A.S. Degrees and Certificates of Achievement**

P. **Approve Retention of A.A. and A.S. Degrees and Certificates of Achievement and Additions of SLOs**

R. **Approve Academic Calendar 2011-2012**

10. **Other Action Items**

   A. **M/s (Namnath/Treanor) to Approve Superintendent/President’s Six-Month Goals.** The motion passed by a unanimous vote of 7-0.


   B. **Approve Hospice by the Bay – RN Student Experience Agreement**

   C. **Approve the Baird House – RN Student Experience Agreement**

   D. **Approve Marin Adult Day Health Center – RN Student Experience Agreement**

   E. **Modernization (Measure C) – BP3.1 (Keep modernization program on track)**

   Trustee Treanor mentioned that her brother-in-law works for WR Forde but has no ownership interest in this matter (B.10.E.1).

   M/s (Treanor/Hayashino) to **Approve B.10.E.1 and 2.** The motion passed by a roll call vote of 6-1 with Trustee Dolan casting the no vote.

   1. **Approve Change Order #2 and Resolution Attesting No Benefit to Bidding Out Change Order Work ($57,480.92)**

   WR Forde Associates
   Backflow Replacement Project (308B-306C-305A)

   2. **Approve New Agreement for Project Inspection (PI) Services**

   Performing Arts Building Modernization Project (306A)
   DSA Inspection Services – Gary Proctor Construction Consultation ($333,500)
9.C (from Consent Calendar)  
M/s (Long/Treanor) to Approve Academic Personnel Recommendations.  
1. Temporary Credit Instructors Appointments Spring 2011  
   Trustee Long asked Dr. Coon to express the Board’s appreciation and thanks to our  
   part-time instructors.  
   The motion passed by a unanimous roll call vote of 7-0.

9.D (from Consent Calendar)  
M/s (Treanor/Hayashino) to Approve Educational Management Personnel Recommendations.  
1. Resignation of Educational Management Personnel  
   President Coon acknowledged Roz Hartman, our Director of Health Sciences, for her 35 years  
   of service to the District.  
   The motion passed by a unanimous roll call vote of 7-0.

9.G (from Consent Calendar)  
M/s (Dolan/Treanor) to Approve Warrants.  
Trustee Dolan asked for the addition of information on the revenue side, the source  
   of funds for the expenditures.  
   The motion passed by a unanimous roll call vote of 7-0.

9.H (from Consent Calendar)  
Modernization (Measure C)  
1. M/s (Treanor/Hayashino) to Ratify/Approve Modernization Contracts, Changes and  
   Amendments. The motion passed by a roll call vote of 6-1 with Trustee Dolan casting the  
   no vote.

9.I (from Consent Calendar)  
M/s (Treanor/Hayashino) to Approve Revised Board Policies  
1. BP 5110 Counseling  
2. BP 5120 Transfer Center  
3. BP 7230 Classified Employees  
4. BP 7260 Classified Supervisor & Managers  
   Trustee Long commented that in view of the recent incident in Arizona our Board’s policy should  
   clearly show our concern for students’ social, emotional and educational life. Dr. Coon commented  
   that the term “personal counseling” in the proposed policy is broad enough to cover that. He  
   stated that a report could be presented to the Board in the future on our crisis and emergency  
   management policy and procedures.  
   The motion passed by a unanimous roll call vote of 7-0.

9.L and 9.Q (from Consent Calendar)  
M/s (Treanor/Namnath to Approve Credit Course Revisions (9.L) and Approve Deletions of A.S.  
Degrees and Certificates of Achievement in ELND. The motion passed by a unanimous roll call vote  
   of 7-0.

11. Board Policy Review (1st Reading) - BP1.4a (Review institutional needs and assess institutional  
    effectiveness, using Program Review, Administrative Planning and Assessment, the  
    Strategic Plan and the Educational Master Plan)  
    None

12. Board Reports and/or Requests (15 minutes)  
a. Commendation Resolutions & Other Resolutions
M/s (Treanor/Namnath) to waive reading of both resolutions (B.12.a.1 and B.12.a.2) and to approve them. The motion passed by a unanimous vote of 7-0.

1. Resolution in Support of Black History Month
2. Resolution in Support of National Engineering Week

b. Legislative Report
None

c. Committee Chair Reports
Trustee Treanor reported that the Board Self-Evaluation Committee met on February 8 and reviewed past evaluation models. She has put a packet of information together which she will send to the committee and the Board.

d. Individual Reports and/or Requests
Trustee Long submitted letters from Basia Crane to be attached to the minutes.

Trustee Treanor encouraged everyone to come to the 10000 Degrees scholarship night and 30th anniversary dinner. She reminded the Board that 10000 Degrees makes it possible for us to keep our Child Center open because of the support it has given the college. Trustee Treanor announced that she will be receiving the Pay It Forward Award which is the key honor given at that dinner.

13. Approval of Minutes
M/s (Namnath/Treanor) to approve the minutes of the January 18, 2011 Board meeting and January 28, 2011 Board Retreat. Trustee Long made a correction to page 8 of the minutes of the January 18 Board meeting under 14.c, noting that over $15,000 (not $15 million) was raised for the Harry Moore Memorial. Trustee Dolan asked to have the statement she read earlier in the meeting about why she left the January 18 meeting submitted as a correction to the January 18 Board meeting minutes. Board President Conti determined that Trustee Dolan’s statement was not a correction to the January 18 Board meeting minutes but would be added to the minutes of this evening’s meeting. The motion to approve the minutes of the January 18, 2011 Board meeting (with Trustee Long’s correction) and the minutes of the January 28, 2011 Board Retreat passed by a vote of 6 to 1 with Trustee Dolan casting the no vote.

- Minutes of January 18, 2011 Board Meeting Minutes
- Minutes of January 28, 2011 Board Retreat

14. Information Items (see written reports)
Board President Conti referred the Trustees to the information items in their Board Packets.

B. 2nd Quarter Financial Report - BP1 (Fiscal Accountability)

C. 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)

D. Resolution in Support of California Community Colleges Budget Priorities and Principles
   Board President Conti asked if Board members were interested in bringing this resolution back for action at the next meeting. Some Board members said they could not support it as currently written and Dr. Coon suggested that a couple of Board members work with him on language that might be suitable to the broader Board. Trustees Long volunteered.

E. Calendar of Special Events
   April 29-May 1, 2011 – CCLC Annual Trustees Conference
      Hyatt Regency Monterey
   May 19, 2011 – Retiree Reception – 4:00 to 6:00 p.m., Marin Art and Garden Center, 30 Sir Francis Drake Blvd., Ross
   May 28, 2011 – College of Marin Commencement – 10:00 a.m., Gymnasium

15. Correspondence
   Board President Conti referred the Trustees to the correspondence in their Board packets.

16. Board Meeting Evaluation
   No comments

17. Adjournment
   M/s (Namnath/ Treanor) to adjourn the meeting in honor of Roz Hartman who will be retiring July 1 after 35 years of service to College of Marin. The motion passed by a unanimous vote of 7-0 and Board President Conti adjourned the meeting at 10:30 p.m.