Board of Trustees Meeting
July 19, 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 AS 101 conference room on the Indian Valley campus, all members having received notice as prescribed by law. Board President Conti called the meeting to order at 5:20 p.m. All publicly elected Trustees were present except Trustee Namnath. Dr. David Wain Coon, Al Harrison, and Linda Beam were also in attendance.

M/s (Treanor/Hayashino) 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 5:25 p.m.

The closed session recessed at 6:30 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 6:44 p.m. in the Building 27, rooms 116 & 118 on the Indian Valley campus. All publicly elected Trustees were present except Trustee Namnath. Student Trustee Bergstrom-Wood was also in attendance.
M/s (Treanor/Hayashino) to approve the agenda. President Coon pulled 9.I.1, Appointment of Educational Management Personnel. The motion to approve the agenda with this change passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   Board Vice President Long reported that no action was taken and that the Board would reconvene in closed session after the open session.

3. **Citizens’ Requests to Address the Board on Non-Agenda Items**
   Bill Scott of the Marin Building Trade Council addressed the Board regarding the claims made by student Laura Roland at the Board meeting on June 28, 2011. He indicated that the Project Stabilization Agreement is working as it should be. In regard to Ms. Roland being unable to find a job, this fact has to do with a position being available on the project; if one is not available any individual must wait until there is an available job. Mr. Scott was happy to report that Ms. Roland is now working on the Science/Math Building.

4. **Chief Executive Officer’s Report**
   a. **Accreditation Update**
      President Coon reported that the draft of our Follow-Up Report is moving along and will be finished in time to meet the October deadline. In addition to the responses to the recommendations, the District has made great progress toward the initiatives identified for improvement in both the Self-Study and during the site visit.
   b. **Strategic Plan Update**
      Dr. Coon and Dr. Chialin Hsieh gave a presentation on the current Strategic Plan, what has been accomplished to date and what direction the new Strategic Plan will take in 2012-2015. Dr. Coon also announced that Dr. Ed Buckley will be assisting the District in completing the new Strategic Plan.
   c. **IVC Transfer Pathway**
      As part of the Strategic Plan presentation, Dr. Coon provided the Board with information on the IVC Transfer Pathway. Beginning fall 2011 the District is rolling out a complete transfer pathway on the Indian Valley Campus. This will allow students to complete their courses in a timely and efficient manner.
   d. **Fine Arts Program Review**
      The Fine Arts Building has been open since January 2011. Dr. Coon reported that have been some complications during the opening and the District is committed to “getting it right.” A full review of the entire process will be undertaken so that we can learn from our mistakes.
   e. **Unfunded Liability Actuarial Report**
      Al Harrison, Vice President of College Operations, reported that our unfunded liability has decreased since our last report in 2008. The District has more money put away in an unfunded liability reserve that will further decrease the liability once a trust has been written. The District now has an attorney that will write the trust. Currently our unfunded liability is covering 58 active employees and 71 retired employees for a total of 129 people.
f. Other
Dr. Coon announced that Chief Lemay has created a Citizens’ Report Procedure. He passed out the pamphlet to the Trustees, a copy of which is attached to the minutes as part of the official record.

5. **Academic Senate Report**
Sara McKinnon, Academic Senate President, reported on changes in curriculum and why the Board of Trustees is frequently asked to approve new curriculum and revised curriculum. These approvals keep the district in compliance with WASC standards and SLO requirements.

A copy of her statement 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 Bergstrom-Wood reported that ASCOM’s first meeting is Thursday. Agenda items include a discussion on the budget and outreach for new board members since several seats were left vacant after the election.

8. **Board Study Session**
   a. **Modernization – New Academic Center**
   The Modernization Team reported on a successful community forum and gave a brief summary of the feedback received at the forum as follows:
   - concern that the horizontal mass on College Avenue will be unbroken
   - keeping the building height low is appreciated
   - bringing back the great lawn was well received
   Principals from Mark Cavagnero Associates (MCA) and TLCD were present at the community forum and are working on responses to the comments and concerns.

   Mark Cavagnero of MCA gave a power point presentation that included proposed building placement, campus orientation and a view from the street. A copy of this presentation is attached to the minutes as part of the official record.

   **Public Comment:**
   Scott Peoples of Friends of Kentfield presented the Board with the following concerns regarding the design of the NAC:
   - Concerned about the 200 feet of proposed dominant mass on College Ave;
   - Kentfield doesn’t need a San Francisco State University building in its community – this should be a community campus that represents “country life”
   - Building needs more character, should be more historical; and
   - Building should acknowledge the intent of Measure C.
9. Consent Calendar Items

Before the vote was taken, Ira Lansing of United Professors of Marin commented on item B.9.G, specifically BP 3570 Smoke-Free Learning and Working Environment. Mr. Lansing took the opportunity to remind the Board of Trustees that Collective Bargaining Agreements take precedence over Board Policies. While there is no objection to the District moving forward with the proposed Board Policy, UPM is still working on an agreement with the District so there will be a gap between the time the Policy becomes effective and UPM participates in its mandate.

M/s (Treanor/Hayashino) to approve all items on the Consent Calendar. The motion passed by a roll call vote of 5-0. Trustee Dolan was not present in the room. Student Trustee Bergstrom-Wood cast an advisory aye vote.

A. Calendar of Upcoming Meetings

B. Approve Classified Personnel Recommendations
   a. Appointment of Classified Personnel

C. Approve Academic Personnel Recommendations
   a. Appointment of Academic Personnel

D. Approve Short-Term Hourly Positions

E. Budget Transfers – Month of June – FY 2011/12

F. Warrant Approval

G. 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 2720 Communication among Board Members
   - BP 3280 Grants
   - BP 3560 Alcoholic Beverages
   - BP 3570 Smoke-Free Learning and Working Environment
   - BP 3720 Information Technology Use
   - BP 4040 Library and Other Support Services
   - BP 7110 Delegation of Authority

H. Modernization (Measure C) - BP3.1 (Keep modernization program on track)
   1. Ratify/Approve Modernization Contracts, Changes and Amendments ($482,383.90)
   3. Declaration of Surplus Disposal
PA & FA Relocation Project (850I)

10. Other Action Items
   A. M/s (Hayashino/Treanor) to Approve Revised Associated Students (ASCOM) Constitution. The motion passed by a vote of 5-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Dolan not present for the vote.

   B. M/s (Treanor/Hayashino) to Approve Retainer Agreement with School & College Legal Services 2011-2012. The motion passed by a unanimous vote of 5-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Dolan not present for the vote.

   C. M/s (Treanor/Long) to Approve Mileage Reimbursement Rate Increase July – December 2011. The motion passed by a unanimous vote of 5-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Dolan not present for the vote.

   D. Public Comment: Lindsay Crocker read a personal statement condemning the destruction of any public records. After reading her statement Ms. Crocker read a statement from Gary Jessen, also condemning the destruction of any public records. A copy of each statement is included in the minutes as part of the official record.

   M/s (Treanor/Long) to Approve Destruction of Records, Fiscal Services & College Operations. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   E. M/s (Treanor/Kranenburg) to Approve HealthStream Agreement. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

   F. M/s (Kranenburg/Conti) to Approve B.10.F.1, 2, & 3. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

RESOLUTIONS (Roll Call Vote)

G. M/s (Treanor/Hayashino) to waive reading and adopt the Approve Resolution to Authorize Application to the Director of Industrial Relations, State of California for a Certificate of Consent to Self Insure Workers’ Compensation Liabilities. The motion to waive reading and adopt the Resolution passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

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)
   - BP 2720 Communication among Board Members
   - BP 3280 Grants
   - BP 3560 Alcoholic Beverages
   - BP 3570 Smoke-Free Learning and Working Environment
• BP 3720 Information Technology Use
• BP 4040 Library and Other Support Services
• BP 7110 Delegation of Authority

12. Future Agenda Items
   a. Bolinas Property (August/September)
   b. Parcel Tax (August/September)
   c. CCLC Board Policy/Procedures Update (September)

13. Board Reports and/or Requests (15 minutes)
   a. Legislative Report
      None.
   b. Committee Chair Reports
      None.
   c. Individual Reports and/or Requests
      None.

14. Approval of Minutes (2 minutes)
   • Minutes of June 28, 2011 Board Meeting
     M/s (Treasor/Kranenburg) to approve the Minutes of the June 28, 2011 meeting. The motion passed by a unanimous vote of 6-0-(plus an advisory aye vote by Student Trustee Bergstrom-Wood).

     Trustee Long asked that her commendation for the work that UPM and Academic Senate have done together, in response to Sara McKinnon’s report at the May 17, 2011 meeting, be reflected in the official minutes.

15. Information Items (see written reports)
   B. Modernization Update – BP3.1 (Keep modernization program on track)
      1. Director’s Report – BP3.1 (Keep modernization program on track)
      2. Contract Milestones Report through June, 2011 – BP3.1 (Keep Modernization program on track)
      3. Schedule – BP3.1 (Keep modernization program on track)
   C. Revised Administrative Procedures
      • AP 7125 Verification of Eligibility for Employment
      • AP 7126 Applicant Background Checks
      • AP 7216 Academic Employees – Grievance Procedure for Contract Decisions
      • AP 7236 Substitute and Short-Term Employees
- AP 7330 Communicable Diseases
- AP 7337 Fingerprinting
- AP 7344 Notifying District of Illness
- AP 7370 Use of District Resources for Political Activity
- AP 7371 Personal Use of Public Resources

D. Calendar of Special Events
   Convocation – August 12, 2011 – 10:00 a.m. to 12 noon, Olney Hall

16. Correspondence
    Board members were referred to the correspondence in their Board packets.

17. Board Meeting Evaluation
    No comments

18. Adjournment
    The meeting was recessed to closed session at 9:33 p.m. in room 122 in Building 27 on the Indian Valley campus. All publicly elected Trustees were present except Trustees Dolan and Namnath. President Coon was also in attendance.

    The meeting was recessed to open session at 10:35 p.m. Board President Conti reported that no action was taken during closed session and adjourned the meeting.