A. Open Session

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

The Board of Trustees of the Marin Community College District met in the cafeteria in the Student Services Building on the Kentfield campus, all members having received notice as prescribed by law. Board President Conti called the meeting to order at 5:30 p.m. All publicly elected Trustees were present and Student Trustee Bergstrom-Wood was absent.

M/s (Namnath/Treanor) to adopt the agenda. The motion passed by a unanimous vote of 7-0.

2. Public Comment – Closed Session Agenda

There was no public comment on the closed session agenda and the Board recessed to closed session at 5:32 p.m.

B. Closed Session

The Board met in closed session at 5:35 p.m. in the Deedy Staff Lounge in the Student Services Building on the Kentfield campus. All publicly elected Trustees were present. Dr. David Wain Coon, Al Harrison, Ken Meier, Linda Beam, Bruce Heid, and Gail Beal were also in attendance.

The closed session recessed at 6:35 p.m.
C. Open Session

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 6:45 p.m. in the cafeteria on the Kentfield campus. All publicly elected Trustees were present except Trustee Long, who arrived at 6:50 p.m. Student Trustee Bergstrom-Wood was also in attendance.

Board President Conti congratulated the newly re-elected Trustees and the new Trustee, Stephanie O’Brien, noting that Trustee Hayashino did not run for re-election. She recognized Board candidate Jack Wilkinson in the audience and encouraged him to continue his interest in the college.

President Coon pulled item 10.C.7, Approve Updated Bond Spending Plan, from the agenda and Trustee Treanor asked to pull 10.G.1 from the Consent Calendar and move it to the Action Calendar.

M/s (Treanor/Long) to adopt the agenda with the two changes enumerated above. 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 no action was taken in closed session.

3. Public Comment
   a. Comments re. Items Not on the Agenda
      Vivien Bronshvag urged the Board to be vigilant and willing to wait before leaping into unknown events and commented that she still hears stories about what went wrong in the new Fine Arts Building. She asked Board members not to rush into new construction without performance clauses and until they find out what they will get and how they will pay for it. She urged the Board to demand that contractors do what they are supposed to do and to do a better job of oversight. Ms. Bronshvag also asked the Board to do something about putting in a parking lot and to consider rehabilitating what we have and putting an elevator in Harlan Center.
   b. Comments re. Items on the Agenda – to be heard immediately before the Board of Trustees’ consideration of the item

4. Chief Executive Officer’s Report
   a. Accreditation Update
      Dr. Coon reported that the three-member accreditation team visited campus on
October 31. He met with Dr. Ortiz, the team leader, in an exit interview and was informed that for the most part we have made progress on the eight recommendations. The team was very impressed with our use of data. Dr. Coon expects to receive the written report in a few weeks and expressed appreciation to all those involved in the visit.

b. Other
President Coon introduced Nanda Schorske, COM’s Dean of Workforce Development, College and Community Partnerships, who updated the Board on the Sim Center (copy of presentation attached). She described the successful six-year journey of developing a regional simulation center with several community partners in response to a serious nursing shortage. Noting that College of Marin is a responsive workforce provider, Dean Schorske announced that we intend to sunset the Sim Center in June and will then focus on new workforce demands. The Trustees thanked Dean Schorske for her outstanding accomplishments in workforce development.

5. **Academic Senate Report**
Sara McKinnon, Academic Senate President, reported on discussion at the recent statewide Academic Senate Plenary concerning changes in the repeatability of activity courses and the Student Success Task Force Recommendations. She commented that much of the “angst” around the recommendations has to do with a sense of erosion of the original community college mission. A copy of her statement, along with copies of the ASCCC Fall Resolutions on the Task Force for Student Success and a resolution regarding the mission of the community colleges that was first created by the College Advisory Council at City College of San Francisco and was adopted by COM’s Academic Senate, 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 reported that ASCOM has recently sponsored the following events: a Harvest Day turkey lunch at IVC, a Halloween Club Fest, a COM Board candidate debate, and a Veterans Day event. He also reported that he attended the State Student Senate conference and that concerns were expressed there about problems with the recommendations of the Student Success Task Force, including redefinition of student success, deviation from the master plan and erosion of the community college mission.

8. **Board Study Session**
a. **Modernization (Measure C) Study Session Part II**
   a. **Child Study Center Design/Cost Update**
      Leigh Sata, Swinerton Program Manager, reported that the Child Study Center has gone through a value engineering (VE) process which was discussed with the user group. To reduce the budget the following changes were suggested: reducing classroom size,
removing the canopy at the front of the building, and modifying ceiling lights and exterior finish. The accepted VE list is not enough to close the gap in funding. The project still requires additional funding due to foundation work, escalation and additional soft costs.

b. New Academic Center Design/Cost Update
Leigh Sata reported that the first pass at a schematic design estimate for the New Academic Center (NAC) is higher than expected. The design team created a value engineering (VE) list which was discussed with the user group. The accepted VE list is not enough to close the gap in funding. The design team formulated a strategy to reduce budget with the goal of preserving the program and preserving quality and durability of the building. Architect Mark Cavagnero presented and reviewed these proposed design changes to the NAC:
- Eliminate entry canopy
- Eliminate entry steps
- Eliminate light court
- Eliminate roof terrace
- Replace auditorium with 120-seat, flat floor classroom

c. Proposed November 2011 Bond Spending Plan
Leigh Sata commented that due to the low interest rate environment, our interest from the sale of bonds is projected to be $11,000,000 instead of $15,000,000. Anticipated funding sources include $5,000,000 in savings from the Science/Math/Central Plant project to be allocated to Fine Arts weatherization, Child Study Center, New Academic Center and bond reserve shortfall. In addition, funding from the Kentfield reserve will be allocated to the bond interest shortfall.

The Trustees asked for a cost breakdown of proposed design changes, more information on estimated escalation costs, and more information on the bond interest shortfall. They also asked to see all the projects as a total package.

Public Comment:

Employee Jon Gudmundsson, representing the Film Program, commented that there is a film showing every year in Olney Hall and that cutting the size of the auditorium down to 120 seats would create a problem. It would also be important to have a raised floor and good sight lines to the screen. He noted that several events take place in Olney requiring equipment delivery and setup by Media Services.

Anne Petersen, chair of the Kentfield Advisory Board, stated that a modern building on College Avenue will be a hard sell in Kentfield but that she thinks it’s the right move and supports the NAC. She commented that the building has to be a success and something that functions well for the faculty. It has to be the jewel and crown of the campus.

Nancy van Ravenswaay read a letter (copy attached) from the League of Women Voters
expressing strong support for providing the additional funding allocation needed for the Child Study Center.

Terry DeMartini commented on the inestimable value of the Child Study Center to childcare educators in the county and the families they serve. She stressed the importance of opportunities for observation and master teachers in early childhood education and stated that our ECE program is a jewel and that the talents of the teachers will blossom in the new Child Study Center. Ms. DeMartini urged the Board not to lose the opportunity to make such a contribution to the community.

Peggy Dodge, speaking on behalf of the ECE faculty, urged the Board to support the increased authorization for the new Child Study Center and the authorization to bid this project. A copy of her statement is attached to the minutes as part of the official record.

Lyda Beardsley, COM’s Director of Childcare Programs, read a letter (copy attached) from Mary Jane Burke, Marin County Superintendent of Schools, urging the Board to support the additional funding needed to cover costs related to the site preparation for COM’s new Child Study Center.

Dalene Gray, a COM graduate and a faculty member in the Early Childhood Education Department at San Domenico School, urged the Board to consider allocating additional funds to the new Child Study Center to facilitate our ECE instructional program. She submitted a letter (copy attached) for the record.

Emily Monsour, a teacher at our Child Development Center, commented that she did her student teaching and field work here and that the Child Development Center contributed greatly to her education and training. She expressed excitement about the new center and thanked the Board for its support.

Joan Brownstein stated that our Child Study Center will provide an opportunity to collaborate with an expanding program that the Marin Community Foundation has started at nine schools in the county. She also commented that California has submitted a request for a Race to the Top grant for ECE. If we get it, ECE programs will expand and COM will have a leg up on everyone if we put on an outstanding program in a model center. Ms. Brownstein urged full support of our Child Study Center.

Bill Scott commented on proposed changes to the design of the NAC, stating that the elimination of the steps makes sense and that it will be tough to give up the canopy and the roof terrace. He agreed with the previously proposed idea of putting the roof terrace in as a bid alternate. Mr. Scott commented that he thinks many people would appreciate the smaller auditorium. He thinks the recession will continue a while longer and that many companies will be interested in submitting bids for the NAC. He urged the Board to finish the Child Study Center and bring Measure C to a close.
Jon Gudmundsson stated that we need to see before and after pictures of the Child Study Center to get a better idea of the proposed changes.

The Board took a break from 9:35 to 9:45 p.m.

9. **Consent Calendar Items (Roll Call Vote)**
M/s (Treanor/Kranenburg) to approve all items (with the exception of C.9.G.1) on the Consent Calendar. The motion passed by a unanimous 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. Resignation/Retirement of Classified Personnel
   3. Temporary Reassignment of Classified Personnel

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

D. **Budget Transfers – Month of October – FY 2011/12**

E. **Warrant Approval**

F. **Approved Revised Board Policies**
   - BP 4220 Standards of Scholarship

G. **Modernization (Measure C)**
   2. **Approve Subcontractor Substitution Request (electrical work)**
      MEP Supplemental Project (308B-402A-407B-417A)
      Trahan Mechanical, Inc. - ($0) (electrical work)
   3. **Approve Subcontractor Substitution Request (mobile storage shelving)**
      Science Math Central Plant Complex Increment 2&3 Site Development & Building Project (305A)
      Lathrop Construction Associates, Inc. - ($0) (mobile storage shelving work)

H. **Approve New Community Services Courses**
I. **Approve Agreement to Extend the Memorandum of Understanding – Marin General Hospital and Marin Community College District - Marin Simulation Center**
J. **Approve Addendum to Memorandum of Understanding – Santa Rosa Junior College District and Marin Community College District – Community Collaborative Partnership in Digital Media/Multimedia Arts and Entertainment Career Pathway**
10. Other Action Items
(formerly C.9.G.1 from Consent Calendar)
M/s (Treasnor/Hayashino) to Ratify/Approve Modernization Contracts, Changes and Amendments ($686,243.33). The motion passed by a roll call vote of 6-1 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Dolan casting the no vote.

A. M/s (Treasnor/Hayashino) to Approve Technology Plan Consultant – WTC Consulting. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

B. M/s (Treasnor/Kranenburg) to Approve Community Perception and Engagement Survey Professional Services Agreement. The motion passed by a unanimous vote of 6-1 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Dolan casting the no vote.

C. Modernization (Measure C)
M/s (Namnath/Treasnor) to approve C.1 through 6 and C.8 (C.7 was pulled from the agenda). The motion passed by a vote of 6-1 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Dolan casting the no vote.

1. Approve Authorization to Bid and Pre-Authorize Award of a Construction Contract
   Child Study Center Increment Two Project (303C)

2. Approve Authorization to Bid and Pre-Authorize Award of a Construction Contract
   HVAC Revision Main Building Complex Project (417A)

3. Approve New Professional Services Agreement
   FA Building Weatherization Project (808A) – Design Services (feasibility)
   ED2 International, Inc. ($30,000)

4. Approve New Professional Services Agreement
   New Academic Center Project (303B) – Geotechnical Services
   A3GEO, Inc. ($38,000)

5. Approve Authorization to Request Proposals for Design Services
   Austin Science Center Alterations (structural) Project (301B)

6. Approve New Professional Services Agreement
   Facilities Master Plan Consulting
   Architecture/VBN ($71,000)

7. Approve Updated Bond Spending Plan
   This item was pulled from the agenda.

8. Approve Notice of Completion
   AV System & Installation New Fine Arts Building Project (306)

D. M/s (Treasnor/Namnath) to Approve Single Stop USA, Inc. Community College Grant Award Agreement. The motion passed by a roll call vote of 6-1 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) with Trustee Dolan casting the no vote.

11. Board Policy Review (1st Reading)
   - BP 2735 Board Member Travel
Revisions to this proposed policy were requested by several Board members and Dr. Coon stated that he would work on this based on Trustee input.

- BP 5040 Student Records, Directory Information, and Privacy
- BP 7348 Outside Employment
- BP 7385 Salary Deductions

12. Future Agenda Items
   a. Bolinas Property (December/January)
   b. Parcel Tax (December/January)

13. Board Reports and/or Requests
   a. Legislative Report
   b. Committee Chair Reports
   c. Individual Reports and/or Requests
      Trustee Long reported that she has been serving on the Kentfield Planning Committee and that both the Internet Café and Pacific Café across the street have submitted plans for renovation.
   d. Discussion of Board Officers
      The Trustees were reminded that Board officers will be elected at the December Board meeting.

14. Approval of Minutes
   - Minutes of October 18, 2011 Board Meeting
     M/s (Hayashino/Namnath) to approve the minutes of the October 18, 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 (see written reports)
   The Trustees were referred to the information items in their Board packets.
   A. Contracts and Agreement for Services Report – October 2011
   B. 1st Quarter Financial Report CCSF 311Q
   C. 5-Year Scheduled Maintenance Projects
   D. Modernization Update
      1. Director's Report
      2. Contract Milestones Report through October 2011
      3. Schedule
   E. Revised Administrative Procedures
      - AP 2712 Conflict of Interest Code
• AP 2714 Distribution of Tickets or Passes
• AP 5040 Student Records, Directory Information, and Privacy
• AP 7212 Temporary Faculty
• AP 7310 Nepotism
• AP 7346 Employee Called to Military Duty

F. Calendar of Special Events

   CCLC Annual Conference – November 17-19, 2011 – San Jose

   Spring Convocation - January 20, 2012, 9:00 a.m. to 11:00 a.m., Olney Hall 96

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

17. Board Meeting Evaluation
No comments

18. Adjournment
M/s (Namnath/Long) to adjourn the meeting in honor of Trustee Hayashino’s service to the district. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) and Board President Conti adjourned the meeting at 10:20 p.m.