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. Trustees Conti, Long, Hayashino and Kranenburg were present.

M/s (Hayashino/Kranenburg) to adopt the closed session agenda. The motion passed by a vote of 4-0.

2. Public Comment – Closed Session Agenda

None

The Board recessed to closed session at 5:32 p.m.

B. Closed Session

The Board met in closed session at 5:40 p.m. in the Deedy Staff Lounge in the Student Services Building on the Kentfield campus. All publicly elected Trustees were present except Trustees Dolan and Namnath, who arrived at 5:46 p.m., and Trustee Treanor, who was absent. Dr. David Wain Coon was also in attendance.

The closed session recessed at 6:34 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 6:37 p.m. in the cafeteria on the Kentfield campus. All publicly elected Trustees were present except Trustee Treanor. Student Trustee Bergstrom-Wood was also in attendance.

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

Ira Lansing, UPM President, announced that UPM, CSEA, and SEIU will hold one-on-one individual interviews of Board of Trustee candidates on September 28.

   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

President Coon introduced Dr. Jason Lau, our new Director of Community Education, Lifelong Learning and International Education. He also recognized two upcoming retirements effective December 31, 2011: Diane Kukahiko, Physical Education/Athletics Administrative Assistant (23 years with the district) and Betty Schlaepfer, Executive Assistant to the Superintendent/President (7 years with the district).

   a. Enrollment Report

President Coon presented an enrollment update (copy of presentation attached). He commented that we had a dip in enrollment of 400 students since last fall and presented data to explain the decline. It appears to be a combination of students not returning to COM and new students not coming through the door. Reasons for this change include the increase in tuition to $36 per unit and a decrease in the number of courses we are offering since the Chancellor’s Office informed us that certain courses can no longer be offered for credit. Dr. Coon also noted that we are down 3% in seat count this semester, thus our students are taking more units. In addition, financial aid applications are up 20% this year.

   b. Accreditation Update

Dr. Coon called the Board’s attention to the 77 page Accreditation Follow-up Report in the Board packets and a handout outlining the process and timeline (copy attached). He thanked the faculty, staff and administrators who worked so hard on this
Dr. Coon noted that each of the college’s constituent groups – Academic Senate, Classified Senate, ASCOM, and College Council have endorsed the report.

c. **Fine Arts Review**

President Coon reported that demolition of the old Fine Arts Building was originally projected by the contractors to be completed in four weeks with a completion date of August 19th. Demolition started nine days later than planned to provide additional time for moving the remainder of the equipment/furniture out. Other factors contributing to additional delay included: the discovery of additional hazardous materials that required testing, difficult access to the site due to construction of the Math/Science/Central Plant complex, the presence of more rebar than anticipated in the concrete structure, and new recycling laws requiring the concrete to be completely separated from the rebar.

Dr. Coon stated that there will continue to be low to moderate noise through October 7th and that the Environmental Impact Report prevents loud work before 8:00 a.m., after 5:00 p.m. and during weekends. He stated that our modernization team has worked with the vice president, dean, department chair and faculty to temporarily relocate classes and thanked our faculty for their patience and adaptability.

The district is offering the option of withdrawing from Fine Arts classes without penalty for those students who have experienced or continue to experience a difficult hardship as a result of the demolition noise. Also, fees for re-enrolling in the class next semester will be waived and this semester will not count towards the repeatability limitations for those Fine Arts students who choose to continue on and complete the semester.

d. **Board Policy and Administrative Procedure Revision Project**

Dr. Jane Wright, Kathleen Kirkpatrick and Melinda Molloy updated the Board on College of Marin’s Board Policy/Administrative Procedure Revision Project (copy of presentation attached).

Highlights of the presentation include the following:

- General assumptions of revision project: local control & flexibility, local decision-making processes, minimum language required by law, useful and accessible documents, differentiate between policy and procedure
- Policy/procedure foundation: state and federal statutes, Title 5 regulations, Chancellor’s Office minimum conditions, accreditation standard compliance, templates – minimum language necessary
- Policies reflect general goals and acceptable practices, establish the “what” and delegate implementation responsibility to the Superintendent/President
- Procedures contain prescriptive details and establish the “how”
- Board policy is the voice of the Board
• 4 classifications of Board policies/procedures: legally required by law or regulation, legally advised, suggested as good practice/optional, district-specific policies/procedures
• COM’s former “Gold Book” documents have been realigned to the Community College League of California numbering system and legally recommended language; Dr. Wright placed our existing policies and procedures in the appropriate CCLC templates; input was obtained from related administrators and other stakeholders; all BP/AP Task Force information and recommendations are on our website
• 10 plus 1 BP/APs go to the Academic Senate for review and the Task Force works with the Board Policy Subcommittee on Chapter 1 and 2 BP/APs
• All accreditation policies and procedures have been successfully reviewed; 85% of our policies and 79% of our procedures have been completed; we have 21 policies and 41 procedures to go
• COM’s updated policies and procedures are on the Board’s web page for community, students and employees to access; they are vetted through a comprehensive review process and included in a regular, ongoing review cycle

e. Other
President Coon updated the Board on his decision regarding the type of surface to use for our track: Mondo or poly pour. He noted that the Mondo surface is projected to cost $160,000 more than a full poly pour surface and $53,000 more than is budgeted for the project. He stated that he is very reluctant to recommend that the Board consider allocating additional funds from our bond reserves to offset the additional cost for the Mondo surface in view of our long list of other unmet needs. The poly pour surface is supported by the physical education faculty, coaches and athletic director and has an 8 year warranty and a life expectancy of approximately 15 years.

5. Academic Senate Report
Sara McKinnon, Academic Senate President, commended ASCOM for donating $5,000 to our library to buy textbooks to be put on reserve in the library. She also commented that the Academic Senate will be approving the formation of a faculty committee to do a complete review of our General Education program. A copy of her statement is attached to the minutes as part of the official record.

6. Classified Senate Report
Alice Dieli, Classified Senate Vice President, presented the Classified Senate Report on behalf of Andrea Hunter, Classified Senate President. She affirmed the Classified Senate’s support of the NAC design and reported that the Classified Senate unanimously endorsed the college’s final report to the WASC accreditation team.
7. **Student Association Report**
Student Trustee Bergstrom-Wood welcomed Dr. Jason Lau to the campus and announced that ASCOM has donated $5000 to the library for textbooks to be placed on reserve in the library. Recent events sponsored by ASCOM include a Giants Night Out attended by 50 students and the 2011 Latino Film Festival. Student Trustee Bergstrom-Wood thanked the Veterans Club and Job Placement Center for a successful Veterans Job Fair and expressed appreciation to Student Services for the successful Road to Success. He announced that ESCOM will be sponsoring an art exhibit from October 3 through December 23 with a reception on October 24 from 4:30 to 6:30 p.m.

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 (copy attached).

      She noted that Mr. Cavagnero’s staff has built on comments from each successive round of forums, looked at options for increasing the size of the auditorium, and looked at the “great lawn” study.

      Mr. Cavagnero discussed the latest changes to the design of the NAC, noting that the design team has a goal of keeping the building long and low and has been considering a buffer of landscaping along College Avenue; making the windows larger; adding colors, louvers, corten steel and a trellis; building an accessible ramp up from the street; and retaining the oaks and redwoods on the side of the building. He reviewed three possible options for increasing the number of seats currently projected (200) for the NAC auditorium: 1) adding a mezzanine level which would provide an additional 40 to 60 seats; 2) rotating the auditorium 90 degrees, opening the rear wall and using the courtyard for added seating; and 3) building an outdoor amphitheater in front of the Student Services Building.

      President Coon presented information obtained while investigating the possibility of increasing the size of the 200 seat auditorium. He noted that the last Bond Spending Plan which was approved by the Board of March 15, 2011 referenced a 200 seat lecture hall. Also, a program update on the NAC at the September 21, 2010 Board meeting and a Board Study Session reflected a 200 seat auditorium. The original Final Project Proposal (FFP) dated July 1, 2007 includes a line item for an auditorium with 200 seats and the FFP later became the basis for the design competition. Dr. Coon stated that the Board has the prerogative to revisit the size of the auditorium but he believes it is important to point out that increasing the size of the auditorium at this point in time would delay the schematic design and add significant cost to the project, which would require a transfer of funds from reserves.
Public Comment:

Brian O’Connor commented that he has been coming to Board meetings for two years to see that things would be done properly. He is pleased that we have a President who will listen to reason and wanted to put together a comprehensive plan and a Director of Modernization and an architect who listen to the community. He stated that the request for quotes in 2007 always said 200 seats in the auditorium. He asked how many events would take place here if we increase the size of the auditorium and noted that we could use the Performing Arts Building or gymnasium or possibly use the Redwood High School Theater if we have a speaker. Mr. O’Connor commented that it doesn’t make sense to spend $1 million we don’t have.

Sara McKinnon commented that when she was growing up in this county in the 60’s there were no other venues besides Olney Hall for speakers and other special events like National Geographic movies. Now there are other venues for special programs both at the college and in the county and she doesn’t think we need to go beyond a 200 seat auditorium.

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Dr. Coon read a statement from Trustee Treanor advocating approving the NAC design but modifying the auditorium to hold 300 seats. A copy of her statement is attached to the minutes as part of the official record.

Trustee Long asked to make her comments a matter of record. She commented that it was upsetting to her that this was happening at the 11th hour, the night the Board was supposed to approve the NAC – especially since the topic came up before and was not supported by other Board members. She stated that she was struggling with this idea because she asked many years ago if the Board would have an opportunity to site the buildings and to look at the things that affect our community. That discussion never happened and was cut off and that did not feel very good because Trustee Long believes the Board has some responsibility on how they sold the bond measure to the community, which included some the things being discussed at this meeting.

Trustee Long noted that she does not necessarily agree with the amount we are spending on the track and that she is in favor of the Mondo track.

She commented that she is disappointed in how we’re going about making our decisions and that in many ways we have been penny wise and pound foolish because we would like champagne on a beer budget. She stated that she is saddened at the timing of this issue yet if this is something the Board forgot or did not discuss then the Board has a responsibility to talk about it in a comprehensive way in order to arrive at a reasonable decision. Trustee Long commented that whatever decision the Board makes regarding the expenditures, she does not want dollars to be taken away from the Austin Science Center. She wants the decision to be time certain and wants to know what the budget is.
Trustee Long stated that she doesn’t know what the cost would be but that the amphitheater proposal seems like it could be a long-term solution to some of the things that this community might enjoy since we normally have nine months of great weather. She stated that if she had to fall on a side tonight it would be to take very little time to explore the options, come up with a firm budget and make a decision quickly. She suggested scheduling another meeting in a couple of weeks to make that decision.

9. **Consent Calendar Items (Roll Call Vote)**

   M/s (Long/Namnath) to approve all items on the Consent Calendar. The motion passed by a vote of 5-1 with Trustee Dolan casting the no vote (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 Increase/Decrease in Assignment of Classified Personnel
      4. Temporary Reassignment of Classified Personnel
      5. Resignation/Retirement of Classified Personnel

   C. **Approve Academic Personnel Recommendations**
      1. Part-Time Temporary Credit Instructors Appointments Fall 2011

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

   E. **Budget Transfers – Month of August – FY 2011/12**

   F. **Warrant Approval**

   G. **Approve Credit Course Revisions**

   H. **Approve Credit Course Deletion**

   I. **Approve Revision of AA Degree in Communication**

   J. **Approve Deletions of AA Degree in SPCH and ELND Design Skills Certificate**

   K. **Modernization (Measure C) - BP3.1 (Keep modernization program on track)**
      1. Ratify/Approve Modernization Contracts, Changes and Amendments ($1,696,065.38)
10. Other Action Items

A. M/s (Hayashino/ Kranenburg) to Approve Accreditation Follow-Up Report. The motion passed by a vote of 5-1 with Trustee Dolan casting the no vote (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

B. M/s (Long/Namnath) to Approve Novato Community Hospital EMT Experience Agreement. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

C. M/s (Hayashino/Namnath) to Reject Jeffrey Logan Claim. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

D. M/s (Long/Namnath) to Approve Vision & Dental Coalition Service Agreements – Keenan. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

E. M/s (Hayashino/Long) to Approve Addendum to Employee Benefit Consulting Services Agreement with Keenan and Associates for BenefitBridge. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

F. M/s (Long/Hayashino) to Approve Transition Agreement between College of Marin and Marin Brain Injury Network. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

G. Modernization (Measure C) - BP3.1 (Keep modernization program on track)

1. M/s (Namnath/Kranenburg) to Approve Schematic Design New Academic Center Project (#303B).

   Trustee Long proposed an amendment to the motion to include options for a Greek style amphitheater which was seconded by Trustee Hayashino. The amendment was defeated by a vote of two ayes (Trustees Long and Hayashino) and four noes (Trustees Kranenburg, Conti, Namnath and Dolan). Student Trustee Bergstrom-Wood cast an advisory no vote.

   The original motion to approve the schematic design of the New Academic Center passed by a roll call vote of 5-1 with Trustee Dolan casting the no vote (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

2. M/s (Hayashino/Kranenburg) to Approve Authorization to Bid and Pre-Authorization to Award Construction Contract

   FA Kiln & Foundry Awning Project (#306C) for New Fine Arts Building. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

3. Approve Notice of Completion

   New Fine Arts Building Project (#306C); SMCP Pre-Construction Irrigation Plan Project (#305C)

   This agenda item was deferred until the next meeting as Board members requested
additional information about the work that still needs to be completed in the new Fine Arts Building.

4. M/s (Kranenburg/Long) to Approve Notice of Completion Building Signage Phase 1 Project (#812A) Kentfield & Indian Valley Campuses (Projects 308B-402A-417A). The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

H. Public Hearing on District’s MCCD/CSEA 196 Collective Bargaining Agreement Proposals
Board President Conti opened the public hearing on the District’s MCCD/CSEA 196 Collective Bargaining Agreement Proposals. There being no public comments Board President Conti closed the public hearing.

RESOLUTIONS (Roll Call Vote)

I. Approve Resolution in Support of Hispanic Heritage Month
M/s (Namnath/Hayashino) to waive reading of the resolution. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood). M/s (Bergstrom-Wood/Namnath) to Approve Resolution in Support of Hispanic Heritage Month. The motion passed by a unanimous roll call vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

11. Future Agenda Items
   a. Bolinas Property (October/November)
   b. Parcel Tax (October/November)

12. Board Reports and/or Requests
   a. Legislative Report
      None
   b. Committee Chair Reports
      None
   c. Individual Reports and/or Requests
      None

13. Approval of Minutes
   Ⅲ Minutes of August 23, 2011 Board Meeting
M/s (Hayashino/Namnath) to approve the minutes of the August 23, 2011 Board meeting. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood).

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

A. Contracts and Agreement for Services Report – August, 2011 – BP1 (Fiscal Accountability)

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 August, 2011 – BP3.1 (Keep modernization program on track)
   3. Schedule – BP3.1 (Keep modernization program on track)

C. 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

   College of Marin New Construction and Modernization Update Community Forums
   Novato Forum – October 12, 2011 – 7:00 to 8:30 p.m., AS 101, IVC
   Kentfield Forum – October 27, 2011 – 7:00 to 8:30 p.m., Olney Hall 96, Kentfield

   WASC Follow-Up Visit – October 31, 2011

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

15. Correspondence

16. Board Meeting Evaluation
   Trustees were pleased that the meeting was shorter than usual.

17. Adjournment
   M/s (Namnath/Hayashino) to adjourn the meeting. The motion passed by a unanimous vote of 6-0 (plus an advisory aye vote by Student Trustee Bergstrom-Wood) and Board President Conti adjourned the meeting at 9:00 p.m.