

COLLEGE OF  
**MARIN**

*Board of Trustees Meeting*

*Agenda*

*September 21, 2010*

*Staff Lounge, Deedy Student Services, Kentfield Campus*

Web Address: <http://www.justin.tv/comtrustees>

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*The Board shall act on posted items and shall not deliberate items that are not on the posted agenda.*

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact Bob Balestreri at 485-9414. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting.

*If you wish to speak, complete card available at entrance, give card to recording secretary, get recognition from the Chair. Persons desiring to address the Board on items not on the agenda may speak under item number "B.3" on the agenda. Public comment presentations will be limited to no more than 3 minutes each.*

*Government Code §54957.5 states that public records which relate to any item on the open session agenda for a regular Board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the Office of the Superintendent/President at 835 College Avenue, Administrative Center 123, Kentfield for the purpose of making those public records available for inspection.*

**A. Closed Session – 5:30 p.m. in SS A&B, Kentfield Campus**

1. Call to Order, Roll Call and Adoption of Agenda
  - a) Request for Public Comment on Closed Session Agenda

**2. Closed Session: To consider and/or take action upon any of the following items:**

*(a) With respect to every item of business to be discussed in closed session pursuant to*

*Section 54957.6:*

**CONFERENCE WITH LABOR NEGOTIATOR**

Relative to the following organizations representing employees: United Professors of Marin (AFT/UPM), California School Employees Association (CSEA), Service Employees International Union (SEIU), Unrepresented Employees (Confidential, Supervisors, Managers)

Agency Negotiators: Larry Frierson

Bruce Heid

*(b) Significant exposure to litigation pursuant to subdivision (b) of Government Code Section*

*54956.9:*

**CONFERENCE WITH LEGAL COUNSEL-Potential & Existing Litigation**

Ten - Mize-Kurzman vs. Marin CCD (California Court of Appeal)  
UPM/T. Fung, P. Christensen vs. MCCD Grievance  
SEIU vs. MCCD Grievance (Police Officers – Donning & Doffing)  
UPM/Ordin vs. MCCD Grievance  
UPM/Christensen vs. MCCD Grievance (Overload III)  
UPM/Jones vs. MCCD (Overload)  
SEIU vs. MCCD Grievance (contracting out)  
SEIU vs. MCCD (PERB Unfair Practice Charge re. Surface Bargaining)  
SEIU vs. MCCD (PERB Unfair Practice Charge re. Contracting Out)  
SEIU/Kesecker vs. MCCD Grievance

*(c) PUBLIC EMPLOYEE DISCIPLINE/DISCUSSION/DISMISSAL/RELEASE/SEPARATION*

*(d) Under Government Code, Section 54957:*

**PUBLIC EMPLOYMENT**

Title: Superintendent/President

**3. Recess to Open Session**

**REGULAR MEETING AGENDA**

**6:30 p.m. – Staff Lounge, Deedy Student Services**

**Kentfield Campus**

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**B. Reconvene to Regular Meeting**

- 1. Call to Order, Roll Call and Adoption of Agenda**
- 2. Report of Closed Session for September 21, 2010**

3. **Citizens' Requests to Address the Board on Non-Agenda Items (3 minutes each)**
4. **Showcase for the Month**
  - a. **Child Development Program (10 minutes)**
5. **Board Study Session on Measure C Items (Background on Action Items)**
  - a. **New Academic Center**
  - b. **Child Development Center**
  - c. **Swinerton Management & Consulting Contract**
  - d. **Bond Spending Plan**
  - e. **Site Signage**
6. **Commendation & Other Resolutions**
  - a. **Resolution in Recognition of Yolanda Bellisimo's Service as Academic Senate President**
  - b. **Resolution in Support of Hispanic Heritage Month**
7. **Chief Executive Officer's Report (5 minutes)**
  - a. **Staff Reports (5 minutes)**
    1. **Enrollment Update (*Nick Chang*)**
    2. **Accreditation Self-Study Update (*Al Harrison*)**  
*(This report is on standards not fully met by the college and the planning agenda to meet those standards)*
    3. **Follow-Up Report (*written report in packet*)**
8. **Report on College of Marin Athletic Field/Track (*Al Harrison*)**
9. **Academic Senate Report (5 minutes)**
10. **Classified Senate Report (5 minutes)**
11. **Student Senate and Student Association Report (5 minutes)**
12. **Consent Calendar Items (Roll Call Vote)**
  - A. **Calendar of Upcoming Meetings**

**Location Change – the December 14 Organizational and Regular Board Meetings will be held in Miwok 181 on the IVC Campus as the ribbon cutting and opening of the new facility will take place on that date**

- B. Approve Classified Personnel Recommendations**
  - 1. Appointment of Hourly Personnel
  - 2. Temporary Increase/Decrease in Assignment/Salary for Classified Personnel
  - 3. Resignation of Hourly Personnel
- C. Approve Short-Term Hourly Positions**
- D. Budget Transfers – Month of August – FY 2010/11**
- E. Warrant Approval**
- F. Declaration of Surplus Property – Miscellaneous Equipment**
- G. Destruction of Records – Fiscal Services**
- H. Modernization (Measure C) - BP3.1 (Keep modernization program on track)**
  - 1. Ratify/Approve Modernization Contracts, Changes and Amendments (\$33,643)
  - 2. Approve Subcontractor Substitution Requests (Mobile Storage Shelving)
    - Science/Math/Central Plant Complex Increment 2 & 3 Site Development & Building Project (305A)
    - Lathrop Construction Associates, Inc. - (\$0) (Mobile storage shelving)
- 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)**
  - 1. BP 2220 Committees of the Board
  - 2. BP 2717 Personal Use of Public Resources
- J. Approve New Credit Courses**
- K. Approve Credit Course Revisions**
- L. Approve Credit Course Deletion**
- M. Approve Revision to Associate Degrees in Court Reporting**
- 13. Other Action Items (10 minutes)**
  - A. Modernization (Measure C) – BP3.1 (Keep modernization program on track)**
    - 1. **Authorize New Professional Services Agreement**
      - Space Planning Design Services for LRC & Austin Science Center Buildings
      - New Academic Center Project (303B)
    - 2. **Authorize Bidding and Pre-Authorize Award of Construction Contract**
      - New Fine Arts Building Project (306C) – Audio Visual Equipment & Installation
    - 3. **Authorize Award of Construction Contract**
      - Site Signage Phase 2 (IVC) & Phase 3 (KTD) Project (402A-417A-305A-306A-306C)
    - 4. **Approve Notice of Completion**
      - SMCP Increment No. 1 – Site Development & Utilities Project (305C)

**B. Approve Unfunded Liability Funding Resolution**

**14. Action Items (1<sup>st</sup> Reading) – (These items will come back to the Board for action at the October 19, 2010 Board Meeting)**

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

**1. Approve Updated Bond Spending Plan**

**2. Approve Building Program Document**

New Academic Center Project (303B)

**3. Ratify Contract and Approve Amendment 1 to Short Form Professional Services Agreement**

Child Development Center Project (303C) – ECE Program  
HKIT Architects (\$80,000)

**4. Approve New Professional Services Agreement**

Child Development Center Project (303C) – ECE Program  
ESA (Environmental Science Associates) (\$25,000)

**5. Approve Contract Amendment**

Measure C Program Management Services  
Swinerton Management & Consulting (\$1,704,000)

**15. Board Policy Review (1<sup>st</sup> 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 4070 Auditing and Auditing Fees
- BP 5052 Open Enrollment

**16. Board Reports and/or Requests (15 minutes)**

- Legislative Report**
- Committee Chair Reports**
- Individual Reports and/or Requests**

**17. Approval of Minutes (2 minutes)**

- **Minutes of August 23, 2010 Special Board Meeting**
- **Minutes of August 24, 2010 Board Meeting**
- **Minutes of August 30, 2010 Special Board Meeting**
- **Minutes of August 31, 2010 Special Board Meeting**
- **Minutes of September 1, 2010 Special Board Meeting**
- **Minutes of September 2, 2010 Special Board Meeting**
- **Minutes of September 3, 2010 Special Board Meeting**

**18. Information Items (see written reports)**

- A. Contracts and Agreement for Services Report – August, 2010 – BP1 (*Fiscal Accountability*)**
- B. 4<sup>th</sup> Quarter Financial Report CCSF 311Q - BP1 (*Fiscal Accountability*)**
- C. 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, 2010 – BP3.1 (*Keep modernization program on track*)**
  - 3. Schedule – BP3.1 (*Keep modernization program on track*)**
  - 4. Quarterly Progress Report – Period Ending June 30, 2010**
- D. Revised Administrative Procedures**

None
- E. Calendar of Special Events**
  - October 25-28, 2010 Accreditation Visit**
  - November 18-20, 2010 – CCLC Annual Convention and Partner Conferences, Pasadena Convention Center**
  - December 14, 2010 – Ribbon Cutting for New Main Building at IVC, Assembly Room 118/116 (time tbd)**
  - April 29-May 1, 2011 – CCLC Annual Trustees Conference Hyatt Regency Monterey**

**19. Correspondence**

Correspondence in Board Packets

**20. Board Meeting Evaluation**

**21. Adjournment**