

COLLEGE OF
MARIN

**Board of Trustees Meeting
November 17, 2009
Minutes**

A. Board Study Session

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

The Board of Trustees of the Marin Community College District met for a Board Study Session in the Deedy Staff Lounge on the Kentfield campus, all members having received notice as prescribed by law. Board President Kranenburg called the meeting to order at 3:10 p.m. All publicly elected Trustees were present except Trustees Dolan and Paterson, who arrived at 3:14 p.m., and Trustee Treanor, who arrived at 3:15 p.m. Student Trustee Parker was also in attendance.

Board President Kranenburg announced that a request had been made to pull C.10.G, Board Policy Review and 1st Read of BP 2715 Code of Ethics. M/s (Long/Namnath) to approve the agenda with the requested change. The motion passed by a unanimous vote of 4-0 (plus an advisory aye vote by Student Trustee Parker).

Leigh Sata, Swinerton Project Manager, reviewed the process which led to the selection of the two firms chosen to present their proposed designs for the Gateway Complex to the Board. Statements of Qualifications (SOQ's) were solicited in June of 2009 from the architectural and engineering community. Over 100 firms attended the pre-qualification conference and 30 SOQ's were received as of July 28. The firms submitting SOQ's were asked to submit two matrices: one listing five projects which highlighted relevant experience and one demonstrating their experience as a team and experience of team members. Eight firms were asked to participate in face to face interviews (stage 2) and four firms were asked to move to stage 3 and participate in the design competition.

The 10 members on the selection panel had an agreement that they would come to consensus on the last two firms that would present to the Board. TLCD/Mark Cavagnero and ED2 International were chosen as the two finalists to make a presentation to the Board at this meeting.

Both firms were asked to incorporate the following features in their design for the Gateway Complex which could be comprised of one or more buildings on the corner of Sir Francis Drake and College Avenue to replace Harlan Center, Business Management, Olney Hall, the Administrative Building, and the Taqueria:

- Academic “smart” classrooms
- Computer labs
- “Gathering” spaces for students & faculty
- 200 seat auditorium (new “Olney Hall”)
- Faculty offices
- Administrative offices
- Focused on students
- Visible from corner of Sir Francis Drake & College Avenue
- Entrances on Sir Francis Drake & College Avenue
- Saves redwood and oak groves
- Auditorium in center of campus
- Fully accessible
- Highly sustainable

Modernization Director Chernock explained the process to be followed during the presentations, noting that each architectural firm would have 30 minutes to make their presentations. Board members were asked to hold their questions to the end and to look at major concepts. Director Chernock informed them that they would be asked to make a selection at the December 8 Board meeting.

Trustees Long and Dolan expressed concern that incoming Trustee Conti was not present for the presentation and discussion. Board President Kranenburg and President White assured the Board that staff would make the information available to her before a public vote is taken and emphasized the fact that no decision would be made at this meeting.

2. Gateway Presentation – TLCD/Mark Cavagnero

Mark Cavagnero of Mark Cavagnero Associates Architects and Allen Butler of TLCD Architecture presented their design concept for the Gateway Complex.

3. Gateway Presentation – ED2 International

ED2 International’s design concept for the Gateway complex was presented by Peter Wong, Frank Fung and Lisa Brock of ED2 International, Aditya Advani of Royston Hanamoto Alley & Abbey, and Mike Lucas of Alfatech Cambridge.

Drawings of the designs of both of the finalists were available for review. Board members thanked staff and the design committee for bringing back two very good designs for consideration.

The Board recessed to closed session at 5:25 p.m.

B. Closed Session

1. *Call to Order, Roll Call, Adoption of Agenda, Closed Session*

The Board of Trustees of the Marin Community College District reconvened in the SS A&B conference room on the Kentfield campus. Board President Kranenburg called the meeting to order at 5:35 p.m. All publicly elected Trustees were present except Trustee Dolan, who arrived at 5:45 p.m. Fran White, Al Harrison, Nick Chang, Linda Beam, Larry Frierson, and Bruce Heid were also in attendance.

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.

The closed session recessed at 6:50 p.m.

C. Regular Meeting

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

The meeting of the Board of Trustees of the Marin Community College District was reconvened at 7:00 p.m. by Board President Kranenburg in the Deedy Staff Lounge in the Student Services Building on the Kentfield campus. He announced that the meeting was being recorded to facilitate the preparation of minutes. All publicly elected Trustees were present and Student Trustee Parker was also in attendance.

Board President Kranenburg announced that the agenda had been approved during the Study Session with one change: Agenda item C.10.G (Policy Board Review & 1st Read of BP Code of Ethics) was pulled.

2. *Report of Closed Session for November 17, 2009*

Board Clerk Hayashino reported that no action was taken in closed session.

3. *Citizens' Requests to Address the Board on Non-Agenda Items*

David White, Production Technician in the COM Drama Department, addressed the Board regarding great infrastructure problems in the Performing Arts Building, noting that

equipment maintenance has been less than ideal and budgets have been going down. He distributed a description of recommended theatrical systems upgrades (copy attached) and asked the Board to please consider funding them. He stated that he understands that some modernization projects have been coming in under budget and asked the Board to consider using some of the savings to fully modernize the Performing Arts Building.

Bill Scott informed the Board that his Careers and Construction class finished on November 5. There were 10 students in the class and one is currently an apprentice working on our IVC main building. As chair of COM's Citizens' Oversight Committee, he commented on the Gateway project and stated that we are in a period of perfect storm for building and that our building projects will be way under budget for the next two years. He stated that if we don't build the Gateway now we'll miss that window and that we don't have to not do the Gateway to have savings that can be used for other projects.

Jon Gudmundsson, CSEA President, expressed appreciation to Trustee Paterson for her service on the Board and said he was personally sorry to see Dr. White go. He stated that he appreciated the change in the team for negotiations to try to cut costs and informed the Board that CSEA has given the Board a proposal and would appreciate a response. The CSEA negotiating team wants the Board to be reasonable and prepared to negotiate and feels there is no reason to meet if there will be no progress.

4. Chief Executive Officer's Report

President White called the Board's attention to her report in their packets.

a. Staff Reports

1. WASC Report Status

a. Accreditation Self-Study

Dr. David Snyder and Dr. Blaze Woodlief, our Accreditation Self-Study Co-Chairs, updated the Board on the status of our 2010 Accreditation Self-Study (copy of presentation attached). The first draft of the Self-Study has been completed and evidence lists for many chapters have been completed. The document will undergo full campus review in December and January. Major issues that need to be addressed are the link between planning and budgeting, human resource concerns (hiring, evaluation, staffing, equity and diversity), and Student Learning Outcomes (implementation and assessment – proficiency expected by 2012). Trustee Treanor asked for a Study Session at an upcoming Board meeting to make sure the Board knows what needs to be done to meet accreditation standards.

2. 2010/2011 Revenue Assumptions

Al Harrison, Vice President of College Operations, gave a presentation entitled "COM Budget Analysis and Revenue Assumptions" (copy attached). He reported that restricted general fund budgets for 2010-11 and 2011-12 will continue at the same funding level as 2009-10 without federal (ARRA funds) dollars as backfills. The community services budget is expected to remain stable in which revenue and expenditures are equal. Many challenges will be involved in the funding of our

categorical programs. Next month Vice President Harrison will bring a report on expenditure assumptions. He noted that we will need to do resource allocation planning on a long-term basis and will have to plan seriously for deferred maintenance and staff development. Trustee Long asked to have wait list needs considered in the budgeting process as some subject areas may need an infusion of funds. Trustee Treanor suggested that the Board have a conversation on how the Board fits into the integrated planning process. President White responded that Vice President Chang would put together a Study Session on the planning and resource allocation process.

3. Modernization Update

V-Anne Chernock, Director of Modernization, alerted the Board to potential change orders on a few bond projects that will exceed 10%.

4. Follow-up Report

President White called the Board's attention to the Follow-up Report in their packets.

With regard to the Follow-up Report to Inquiries from IVC Neighbors in the Board packets, Trustees Paterson and Treanor reported that they had each met with the IVC neighbors and suggested that the Board assign a liaison to the IVC neighbors in an effort to improve communication. In response to some of the concerns expressed by the neighbors, Trustee Treanor suggested speed bumps in Parking Lot 1 and Trustee Paterson asked if someone could fix the cracks and chips on the truck turnaround curb.

Jamie Deneris, COM biology professor, presented a rebuttal to "Facts about the New Science Center Complex – a Response," a report which was in the Board packets. Her statement is attached to the minutes as part of the official record. As a point of clarification, Modernization Director Chernock stated that the square footage figure for the new Science Center Complex in the report in the Board packets did not include nursing and the Central Plant. Dr. White will work with Modernization Director Chernock and Swinerton to address Ms. Deneris' concerns.

5. Academic Senate Report

Yolanda Bellisimo, Academic Senate President, informed the Board that there is a great deal of support in the state legislature for a transfer degree and expressed concern that a resurrected version of AB 440, if passed, would take away local control and Academic Senate control of these degrees by putting them into state statute. A copy of Ms. Bellisimo's 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 Parker reported that ASCOM is organizing the 3rd Annual Night of Giving scheduled for December 4. They are collecting donations for gifts and money for meals and hope to invite 200 to 300 people to the event. ASCOM is exploring textbook rental and open textbook programs. Student Trustee Parker also reported that ASCOM will explore the possibility of a non-mandatory student activities fee and the State Senate will discuss the results of the fall general assembly.

8. Consent Calendar Items

M/s (Long/Treanor) to adopt all items on the Consent Calendar. The motion passed by a unanimous vote (7-0) plus an advisory aye vote by Student Trustee Parker.

A. Calendar of Upcoming Meetings

No changes

B. Approve Classified Personnel Recommendations.

1. Appointment of Classified Personnel
2. Appointment of Hourly Personnel

C. Budget Transfers – Month of October – FY 2009/10

D. Warrant Approval

E. Declaration of Surplus Property – Miscellaneous Equipment

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

1. Ratify/Approve Modernization Contracts, Changes and Amendments

(\$138,542)

2. Approve Subcontractor Substitution Request (Mechanical)

New Fine Arts Building Project (#306C)

Jeff Luchetti Construction, Inc. – (\$0) Monarch Mechanical

G. Approve New Community Services Courses

H. Approve New Credit Courses

I. Approve Credit Course Revisions

J. Approve Credit Course Deletions

K. Approve Noncredit New Courses

L. Approve Noncredit Course Revisions

9. Other Action Items

- A. M/s (Treanor/Long) to Approve Resolution to Submit Notice of Intent to Withdraw from Schools Excess Liability Fund (SELF). The motion passed by a vote of 6-1 with**

- Trustee Dolan casting the no vote. Student Trustee Parker cast an advisory aye vote.
- B. M/s (Treanor/Hayashino) to **Approve Contract with Industrial Employers and Distributors Association (IEDA) - BP1 (*Fiscal Accountability*)**. The motion passed by a unanimous vote of 7-0 plus an advisory aye vote by Student Trustee Parker.
 - C. M/s (Hayashino/Treanor) to **Award Bid for LRC Cooling Tower Replacement Project**. The motion passed by a unanimous vote of 7-0 plus an advisory aye vote by Student Trustee Parker.
 - D. **Modernization (Measure C) – BP3.1 (*Keep modernization program on track*)**
 - 1. **Diamond PE Center Alterations Project (#308C)**
M/s (Treanor/Long) to **Approve Change Order #18 and Resolution Attesting No Benefit to Bidding Out Change Order Work (\$6,644)**. The motion passed by a vote of 5-1-1 with Trustee Namnath abstaining and Trustee Dolan voting no. Student Trustee Parker cast an advisory aye vote.
 - 2. **SMCP Increment No. 1 – Site Development Utilities Project (#305C)**
M/s (Treanor/Long) to **Approve Change Order #8 and Resolution Attesting No Benefit to Bidding Out Change Order Work (\$64,495)**. The motion passed by a vote of 5-1-1 with Trustee Namnath abstaining and Trustee Dolan voting no. Trustee Dolan’s reason for voting no was that the percentage (19% of original contract value) was too much.
10. **Board Policy Review (1st Read) - BP1.4a (*Review institutional needs and assess institutional effectiveness, using Program Review, Administrative Planning and Assessment, the Strategic Plan and the Educational Master Plan*)**
- A. **BP 2015 Student Trustee**
 - B. **BP 2105 Election of Student Trustee**
 - C. **BP 2360 Minutes**
Trustee Long asked if use of Robert’s Rules of Order should be mentioned in this policy. She also asked why recording of minutes is being stricken and said the Policy Committee should reconsider this.
 - D. **BP 2431 Superintendent/President Selection**
 - E. **BP 2432 Superintendent/President Succession**
Trustee Dolan asked how long the Superintendent/President could be out before the Board would have to act on this.
 - F. **BP 2610 Presentation of Initial Collective Bargaining Proposals**

Trustee Long asked if the collective bargaining units have looked at this policy.

G. BP 2715 Code of Ethics (this policy was pulled)

H. BP 2716 Political Activity

Trustee Long asked if there is a policy on political activity for staff.

I. BP 2717 Personal Use of Public Resources

Trustee Long asked for clarification of this policy.

J. BP 2735 Board Member Travel

Trustee Treanor stated that she doesn't think Board members should have to pay some of these expenses and said there should be a process to see if reimbursement is appropriate.

K. BP 2740 Board Education

Trustee Long would like to add the word "training" after "conference attendance" in the second sentence.

L. BP 2745 Board Self-Evaluation

Trustee Long would like to add "and the instrument" after "process" in the fourth sentence. Also, in the last sentence she would like to add "areas of improvement" after "accomplishments in the past year" and "and objectives" after "goals."

M. BP 4030 Academic Freedom

Trustee Hayashino stated that these questions and comments would be taken back to the Board Policy Committee for review and evaluation.

11. Board Study Session

None

12. Board Reports and/or Requests (15 minutes)

a. Commendation Resolutions and Other Resolutions

None

b. Legislative Report

c. Committee Chair Reports

1. Board Self-Evaluation (Trustees Hayashino, Treanor & Namnath)

No report

d. Individual Reports and/or Requests

Trustee Dolan reported that she and Trustee Namnath attended COM's fabulous dance program. She also noted that she and Trustee Long attended the November 13 Teacher Appreciation Dinner and found it to be very enjoyable.

Trustee Treanor thanked Student Trustee Parker for helping to set up the Board candidate forum and Student Trustee Parker thanked the candidates and Board members who attended.

Board President Kranenburg acknowledged receipt of Dr. White's letter announcing her retirement effective June 30, 2010, and announced that the Board would review the process for finding a replacement at the December Board meeting.

e. Discussion of Board Officers

Board President Kranenburg asked Board members to indicate their willingness and availability to serve as Board officers next year. Trustees Namnath, Dolan, Hayashino and Kranenburg stated they would be willing to serve. Trustee Long asked to reserve her comments until the next meeting. Trustee Treanor expressed a willingness to serve but stated that she would prefer to wait until 2011 if we have an Interim Superintendent/President for a year, as she would like to contribute her experience as chair of the last Presidential Search Committee to the upcoming presidential search. Board officers will be elected at the December 8 Board meeting.

13. Approval of Minutes

• **Minutes of October 13, 2009 Board Meeting**

M/s (Treanor/Hayashino) to approve the minutes of the October 13, 2009 Board meeting. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Parker).

14. Possible Future Agenda Items for Discussion

A. Kentfield Lacrosse/Soccer Request (Al Harrison)- SP.1 (Improve Student Access)

- B. Fundraising –BP4.1 (*Implement a Strategic Plan for College Development*)
15. Items for Possible Future Board Action (5 minutes)
- A. Recommendation on Bolinas Field Station – *BP1 (Fiscal Accountability)*
 - B. Resource Development Plan – *BP4.1 (Implement a Strategic Plan for College Development)*
 - C. Scheduled Maintenance Five-Year Plan (December) – *BP3 (Facilities)*
 - D. IVC Tennis Court Proposal

16. Information Items

Board members were asked to review the information items in their packets.

- A. Contracts and Agreement for Services Report – October, 2009 – *BP1 (Fiscal Accountability)*
- B. 1st Quarter Financial Statements (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. Sustainability Report
 - 3. Contract Milestones Report through October 2009 – *BP3.1 (Keep modernization program on track)*
- D. Revised Administrative Procedures
 - 1. AP 2015 Student Trustee
 - 2. AP 2105 Election of Student Trustee
 - 3. AP 2360 Minutes
 - 4. AP 2610 Presentation of Collective Bargaining Proposals
 - 5. AP 4026 Philosophy & Criteria for International Education
 - 6. AP 4102 Career Technical Programs
 - 7. AP 4104 Contract Education
 - 8. AP 5012 International Students
- E. Boilerplate Agreement for Health Sciences Program Experience at Community Agency/Clinical Facilities
- F. Boilerplate Agreement for EMT 1 Student Experience at Ambulance Services and Fire Departments
- G. Calendar of Special Events
 - CCLC Annual Convention – November 18-21, 2009, Hyatt Regency SFO

COM Commencement – May 29, 2010, 10:00 a.m., COM Athletic Field

17. Correspondence

Board members were asked to review the correspondence in their Board packets.

18. Board Meeting Evaluation

Board members made positive comments about the new agenda order. Board President Kranenburg presented a gift to outgoing Trustee Paterson and thanked her for her service on the Board and her energy and enthusiasm. Trustee Paterson read a statement to the Board (copy attached) expressing thanks to her fellow Trustees and staff and offering some observations and feedback from her two years on the COM Board.

19. Adjournment

M/s (Treanor/Hayashino) to adjourn the meeting. The motion passed by a unanimous vote of 7-0 (plus an advisory aye vote by Student Trustee Parker) and Board President Kranenburg adjourned the meeting at 9:55 p.m.

PROGRESS REPORT ON GOALS AND PRIORITIES

SP/BP PRIORITIES	BOARD ACTIONS TAKEN	DATE	VOTES AYES/NOES
BP1: <i>Fiscal Accountability</i>	Approve Contract with Industrial Employers and Distributors Association (IEDA)	November 17, 2009	7-0 plus advisory aye vote by Student Trustee
BP3: <i>Facilities</i> 3.1: <i>Keep modernization program on track</i>	Ratify/Approve Modernization Contracts, Changes and Amendments	November 17, 2009	7-0 plus advisory aye vote by Student Trustee
	Approve Subcontractor Substitution Request – New Fine Arts Building Project	November 17, 2009	7-0 plus advisory aye vote by Student Trustee
	Approve Change Order #18 and Resolution Attesting No Benefit to Bidding Out Change Order Work – Diamond PE Center Alterations Project	November 17, 2009	5-1-1 plus advisory aye vote by Student Trustee
	Approve Change Order #8 and Resolution Attesting No Benefit to Bidding Out Change Order Work – SMCP Increment No. 1 – Site Development Utilities Project	November 17, 2009	5-1-1 plus advisory aye vote by Student Trustee
BP3: <i>Facilities</i>	Approve Bid Award for LRC Cooling Tower Replacement Project	November 17, 2009	7-0 plus advisory aye vote by Student Trustee

BOARD STUDY SESSIONS/STAFF REPORTS

SP/BP PRIORITIES	BOARD STUDY SESSIONS/STAFF REPORTS	DATE	PRESENTER
BP3.1: Keep modernization program on track	Gateway Complex Presentations	November 17, 2009	TLCD/Mark Cavagnero and ED2 International
SP.2: <i>Improve Student Learning and Success</i>	WASC Report Status	November 17, 2009	Dr. David Snyder and Dr. Blaze Woodlief
BP1: <i>Fiscal Accountability</i>	2010/2011 Revenue Assumptions Update	November 17, 2009	Al Harrison
BP3.1: <i>Keep modernization program on track</i>	Modernization Update	November 17, 2009	V-Anne Chernock

College of Marin

Theatrical Systems Narrative 100% Schematic Design

The following narrative describes our recommended approach for the production and technical systems related to the theatrical systems upgrades at College of Marin in Kentfield, CA. With the emergence of broadly accessible media creation, and its inherent nature of merging the arts, it becomes more necessary than ever to provide students with the resources to experiment with the tangible and live arts foundations. The dramatist, musician and their audiences are aided and supported by the facilities in which they work. The performers are always accompanied by allied design and technical functions that are fields unto their own. The ultimate goal is to focus on the architectural design, technical operation and what it takes for audiences to have rich and captivating experiences, what it takes to inspire and support artists and theatre makers, what it takes to maintain financial viability for the project and the working facility, and what it takes to design and build a successful arts education and performance venue.

These recommendations are based on conversations with the User's committee and assumptions made from experience on similar projects of this type, and incorporating new directions.

All systems are Group I (base building construction) equipment integrated with the construction of the building. This document describes the complete scope of all recommendations discussed. The final scope of the project will be based on budget allowances. The information included in this narrative has been grouped first by room location and then ranked by priority.

1. Main Theatre

First Priority

Stage Rigging Renovation and Repair

The single most physically complicated and expansive system is the counterweight rigging system which involves a series of pipes running across the stage suspended with aircraft cable and rigged over pulleys ("blocks") to T-bar guided counterweight "arbors" at one side of the stage. As a pipe is loaded with scenery, and equivalent quantity of counterweight in the form of steel bricks is added to an arbor, thus balancing it and making the heavy loads easily manipulated by a manual "operating line".

The stage rigging system in the main theatre has been subject to water damage from a leak in the smoke hatches over the stage. The water has been leaking on the rigging equipment for years and some of the linesets do not operate smoothly. All of the moving parts of the rigging system must be replaced. The hemp "operating lines" should be replaced with synthetic "Multiline II" ropes to guard against humidity based stretching and rot. The T-bar guide track appears to be in decent working condition, but the rest of the system must be replaced.

The existing fire curtain is asbestos and should be replaced with a code compliant (non-asbestos) fabric. Additional work is necessary to refit the related rigging system components so that the curtain may be code compliant.

In order to address the inherent safety concern with counterweight rigging systems (a condition of a "run-away arbor" can occur, often by operator error or unauthorized use) an out-of-balance sensing rope lock has been developed in the industry. Cost includes retrofitting the locking rail and all 32 rope locks with the newer, safer rope locks. The SC is installing them as standard on all our Community College projects.

The original stage "electrics" battens (primary theatrical lighting pipes) cannot be used easily and safely because students/faculty cannot reach the counterweight arbor. During normal use these battens are temporarily overloaded and manually overhauled to get the pipe into a good working location. This is an inherently unsafe condition. The safety and ease of use of the production lighting would be improved with the addition of three counterweight assist motors for the stage lighting "electrics" and a fourth motorized unit located over the orchestra pit. The motors are designed to safely raise and lower these battens when fully loaded significantly decreasing the need for faculty and students to handle loose steel weights over people's heads.

Production Lighting Control

The existing lighting control system should be replaced with a system that will allow student experimentation, and be compatible with outside producing organizations. A complete control system will be provided that consists of a control console, control electronics, dimmers and circuit outlet boxes ("distribution").

The computer control console is the user interface for programming cues. These consoles allow for channel patching, programmable cues and advanced control for lighting effects such as color changers and moving lights, it would interface with the sound system, and would include peripherals such as a video monitor, handheld focus remote and printer, and output via Ethernet and DMX protocol.

A data network would provide the means to run effects as well as providing control integration of the house lights. Lighting control data output and constant power will be provided at all lighting positions for advanced lighting effects such as color scrollers and moving lights. House light control would be both at the console and with simple wall stations. Simple presentations or concerts could be run through use of presets controlled at the wall stations without the use of the console.

The system would include all of the control elements described above and the following approximate quantities of 20A, 2.4kw dimmers for the following purposes:

- (192) dimmers for production
- (12) dimmers for house lighting
- (204) dimmers total

Dimmers are housed in racks of (96) dimmers each (max) within an electrical room located remotely from the stage to provide acoustical isolation between the racks and the performance.

Circuit distribution would entail wiring in conduit from the dimmers to 3-pin wiring devices strategically placed at the lighting positions. The wiring device types will vary depending upon the specific lighting position.

For overhead lighting "electrics" on stage, manually operated counterweight rigging system battens will be used with dedicated connector strips.

An inventory of multi-cable extensions, fan-outs and extension cable would be used to augment circuit distribution. Cabling and extensions would be provided under "group 2".

The orchestra shell ceiling panels (described below) will include permanent concert lighting fixtures that will be circuited to dedicated dimmers within the lighting control system. They will be controllable through the control console and through simple preset panels so a concert can take place without a lighting board operator present. The shell ceiling control circuiting will include a safety tilt sensor so that the lights will not be operable when the ceiling is in storage.

Production Power

One 400A, 3-phase, 120/208VAC "company switch" power source will be provided at stage level for variable power needs, including portable lighting & rigging equipment.

One 200A, 3-phase, 120/208VAC "isolated ground company switch" power outlet will provide a generic power source to temporary AV systems. The 200A company switch will be a purpose built device including a breaker, indicator lights, a "Camllok" connection panel with double neutrals and a protected connection chamber with lugs for "tails".

Orchestra Pit Lift

The existing hydraulic orchestra pit lift does not meet current safety standards. All locations where people and equipment may come in contact with a shear condition should have pressure sensitive sensors installed to guard against injury. A system of magnetic door interlocks, sensors and indicator lights will be developed in accordance with standard practice.

A recessed orchestra pit is required to have wheelchair accessibility and two means of egress. Architectural accommodations will be required to provide wheelchair accessibility to the orchestra pit level.

Fixed Theatre Seating

Accessible seating will be developed in multiple locations in the auditorium. The areas at the rear of the auditorium will be enlarged to accommodate additional wheelchair and companion seating while new wheelchair seating areas will be integrated into the lower orchestra seating area.

AV Systems

Program Audio

Audio program from each of the production spaces will be distributed to backstage support spaces, such as dressing rooms, offices and shop areas. The current system is in disrepair, and does not allow for program and paging from each space to the back of house support areas (dressing rooms, green rooms, etc.)

Wiring Infrastructure

A well designed wiring infrastructure is key to the success of the AV systems. To that end, a series of cable paths for portable or temporary cable will be provided to interconnect intermediate spaces within each larger space, as well as paths for connecting larger spaces together. This will be accomplished with cable trays, fire-rated cable pass-thrus, and large conduits as appropriate. The current wiring infrastructure is outdated and no longer in use. It is likely that most or all existing conduits can be reused, however additional conduit will likely be required to fully modernize the infrastructure.

AV conduit networks are a significant part of the system. In order to maintain signal separation and garner the highest signal-to-noise ratio, a series of six conduits are used, divided by signal type:

A: Mic Level, B: Line Level, C: Video & Communications, D: Loudspeaker, E: Empty, F: Fiber

Separating signals by level, while required, quickly results in a great deal of conduit raceways. Care will be taken to minimize the amount of conduit required. The engineering report further outlines assumed conduit lengths & sizes.

Second Priority

Stage Trap Platform Replacement

Stage traps are large removable sections in the middle of the stage that can be selectively removed to support theatrical functions. These sections should be designed to be replaced with relative ease using a crew of several students. The existing stage traps are too heavy for the staff to use and as a result, this function is not available to the students and faculty. The stage trap units should be replaced with lighter platforming units with pre-manufactured hardware systems.

Audio System

A well-designed audio reinforcement system is key to the enjoyment of theatrical events, and will allow students the opportunity to learn fundamental audio principals on a professional-grade system. A sound reinforcement system consists of loudspeakers, amplifiers, signal processing, a mixing console, and source equipment, such as microphones, CD players, computers, etc. For theatrical flexibility, a left/center/right loudspeaker system, using line array loudspeakers for left and right, will be designed for the main system, with a multi-channel surround loudspeaker system covering the house. The surround system may be used for theatrical or cinematic presentations. A subwoofer will also be installed for low-frequency content, as well as delay and fill loudspeakers for locations where the main system cannot adequately reach. The sound system will be adequate for large events, including musicals, concerts, and other high-volume program. The sound system will be replaced in it's entirety, as most existing equipment is outdated and/or in disrepair.

The mixing console will have 32+ inputs, and will be capable of handling large events, such as musicals or concerts. A computer-based sound effects playback system will be provided to allow students to learn how to create multi-channel sound effects on a simple and widely-used platform.

For simple events not requiring an operator, an automixing system will be provided. This will allow a user to plug in a microphone and have a working system without assistance from an AV technician.

Two channels of wireless microphones will be provided, and will include both handheld and lavalier-style transmitters.

A separate cinema loudspeaker system *will not* be provided. Cinematic presentations will utilize the reinforcement & effects Left/Center/Right/Sub and Surround loudspeaker system described above.

Additionally, a network of audio lines and integrated patchbay will be provided.

Recording

A system for making simple DVD and/or CD recordings of live presentations for archival purposes will be provided. A more sophisticated audio and/or video recording system will be available in the recording control room. Audio and Video tie lines will be provided to allow recording from this space to the recording control room.

Intercom

A two-channel wired production intercom system will be provided for technical communications between the control room, AV rack rooms, other production spaces, and the backstage areas.

Production Video

A production video system consists of a video projector, video switcher and source equipment, such as DVD & VHS players, computer and camera. Video projection will be from the Control Booth with a single video projector. The video mixer / switcher will be located in the control booth, and will accept any video signal.

Film projection is not included in permanent equipment or room accommodations. The Control Booth is therefore not currently envisioned as a "projection room" as defined by code.

Computer video inputs will be provided on stage to allow for PowerPoint-style presentations from portable laptops.

A modulated TV system, similar to cable-TV will be provided, allowing for distribution of on-stage video to backstage and support spaces, such as dressing rooms, offices and shop areas.

Additionally, a network of video lines and integrated patchbay will be provided.

Projection Screen

The projection screen will be motorized, an in place of the existing screen. The screen will be sized appropriately to allow audience members at the back of the theatre to read text and spreadsheet content.

Assistive Listening System

As required by the building code and the ADA (Americans with Disabilities Act), compliant assistive listening systems will be provided for 4% of audience seating capacity. Receivers would be checked out in the lobby, and signage provided. Use of this system will require little or no input from the patron.

Integrated Control System

A touch screen-based control system will be implemented to allow for simple presentations to take place without an operator present. Control will be via presets, and will have options such as "PowerPoint lecture", "DVD presentation," and "Lecture." The system will control both AV devices and room lighting presets.

Third Priority

Production Lighting Fixtures and Cable

An inventory of approximately 50 theatrical lighting fixtures (typically ellipsoidals, fresnels, pars and cyc lights) plus accessories would be provided.

Accommodation for the integration of advanced devices such as color changers or moving yokes will be provided within the control system, but the initial budgets established will likely not include those types of fixtures and accessories.

Production AV Loose Equipment & Accessories

An assortment of AV-systems related cables, microphones, stands, and other accessories would be provided.

Orchestra Shell

A new orchestra shell system consisting of portable towers and flown ceiling elements will be provided. The acoustic performance and configuration parameters of the orchestra shell will be determined based on criteria established by the Acoustics Consultant.

So that the volume of the fly tower does not present an acoustical sink when the stage is used for un-amplified music, an "orchestra shell" is provided to modify the acoustical envelope. A series of orchestra shell ceilings hang from the manually operated counterweight rigging system and tip into position effectively cutting off the upper volume of the fly tower and coupling the area in which the musicians perform with the volume of the audience chamber.

The Acoustical Consultant's design concept is based on the Wenger Corporation "Diva" shell. This is a high quality "off the shelf" shell that allows for limited customization.

2. Blackbox Theatre

First Priority

Production Power

One 100A, 3-phase, 120/208VAC "company switch" power outlet will provide a generic power source to miscellaneous temporary systems. Additional smaller capacity dedicated isolated ground outlets will be placed at strategic locations throughout the theatre.

Second Priority

AV Systems

Computer-based Playback System

AV systems in the black box are in good shape, and will offer several more years of use. We suggest the addition of a computer-based sound effects playback system to add flexibility to blackbox productions. The playback system would consist of a computer with multi-channel sound card running specialized sound-effects playback software.

Third Priority

Production Lighting Control

To provide for a system that will allow cross-compatibility with the new lighting system in the main theatre, an Ethernet-based control system would be installed, and would utilize existing dimming systems.

3. Recording Control Room

Second Priority

AV Systems

Audio System

Existing equipment in the recording studio is very old and no longer used. Because of that, we recommend complete replacement of the equipment and wiring infrastructure to allow for recordings from any of the performance spaces in the building.

The recording control room will house a multi-track computer recording system, capable of recording audio from any of the production spaces listed above via building-wide tie lines. The same computer platform can also be used for sound effects creation. A multi-channel monitoring system will be provided to help simulate the multi-channel systems in the theatre and other performance spaces.

The ability to produce final product on CD and/or DVD will be provided. Basic video production capabilities are included as well, utilizing pan/tilt/zoom cameras located in each space.

Intercom

Intercom connections will be available for communications to other performance spaces.

Portable Equipment

A complement of portable equipment, including cables, microphones, stands, portable loudspeakers, and other related items will be provided under "Group 2- FF&E".

4. Band Room & Chorus Room

Second Priority

AV Systems

The band & chorus rooms will act as the main "recording studios" for the recording control room. Installed room mics will be provided for quick recording tasks, and multiple microphone jacks will be provided for multi-track recordings. In addition to the recording capabilities, a high-fidelity audio playback system will be provided with the capability to reproduce media of all types, including CD/DVD, Cassette, and Vinyl Record.

A video projection system would also be installed, with motorized roll-down projection screen and the ability to display laptop computer video, DVD/VHS video and other portable video devices.

5. Dance Studios (Qty: 2)

Second Priority

AV Systems

The dance studios will contain a high volume audio playback system with separate subwoofers will be provided with the capability to playback CD, Cassette and MP3 player audio.

A video projection system would also be installed, with motorized roll-down projection screen and the ability to display laptop computer video, DVD/VHS video and other portable video devices.

6. Drama Classroom

Second Priority

Pipe Grid

A lighting pipe grid will be provided for flexibility in lighting and other staging requirements. The pipe grid should be 1-1/2" nominal diameter (1.9" o.d.) schedule 40 pipe, clear of all conduit and other obstructions. Pipes will have a live load capacity of 20#/lin.ft., be laterally braced per seismic requirements, and braced for the support of maintenance ladders.

Access to all lighting & suspended staging items (ie: scenic drops) for maintenance and adjustment would be provided from ladders or personnel lifts from below.

Production Lighting

All production lighting for this space will be portable. A quantity of high-power outlets will be provided to support portable dimming equipment.

AV Systems

Audio System

The director's studio will have a simple installed audio playback system to accommodate CD and portable MP3 players.

Recording

Audio and Video tie lines will be provided to allow recording from this space to the recording control room.

Intercom

Intercom connections will be available for communications to other production spaces.

7. Piano Classroom & Ensemble Room

Third Priority

AV Systems

The piano classroom and ensemble room will contain a high-fidelity audio playback system with the capability to reproduce media of all types, including CD/DVD, Cassette, and Vinyl Record. Additionally, a local recording system, capable of making finished CDs would be provided for basic recording. A series of tie lines to the main recording studio would be provided for multi-channel recording.

A video projection system would also be installed, with motorized roll-down projection screen and the ability to display laptop computer video, DVD/VHS video and other portable video devices.

8. Shared Classroom & Music Classroom

Third Priority

AV Systems

These rooms will contain a high-fidelity audio playback system with the capability to reproduce media of all types, including CD/DVD, Cassette, and Vinyl Record.

A video projection system would also be installed, with motorized roll-down projection screen and the ability to display laptop computer video, DVD/VHS video and other portable video devices.

9. Other Production-Related Aspects To Be Incorporated

Electrical: Infrastructure and services to be provided to suit the systems as described above. Wireways and wall penetrations should be provided for the accommodation of future wiring throughout the building. *See the engineering report for further information.*

Data/Telcom: Provide phone jacks to all technical areas and a wireless high speed internet access point for connection throughout the facility.

Mechanical: Assume a cooling demand set for the long term in the near term planning. The mechanical system should be designed to be quiet (levels as recommended by an Acoustical Consultant). *See the engineering report for further information.*

Specialty Floors:

Theatre – “sprung” floor assembly of:

1/4” double tempered, painted Masonite hardboard screwed over

2 layers 3/4” A/C plywood over

2x4 treated sleepers at 24” o.c. over

4” square x 3/4” thick Mason Industries “Super W” resilient pads and shims over concrete

END OF REPORT

TRANSMITTAL / MEMO

Project: College of Marin
Date: June 19, 2007
To: Donn Logan
Kent Royle
From: Jason Davis
Ian Hunter, CTS
Re: Theatrical Systems
Opinion of Probable Cost- 100% SD

Via: e-mail
Fax:
Tel:

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including cover:

8.3 Theatrical System Opinion of Probable Cost

Below are listed budget allowance recommendations for production systems within the College of Marin theatre systems improvement project.

Please forward this document to the Cost Estimator for inclusion in the total project estimate. It is important to note that not all sections represent a complete and installed cost. In particular, the Cost Estimator is responsible for developing structural and electrical allowances necessary to support the production systems infrastructure and installation (typically Divisions 5 and 16 allowances). Those major needs are described below.

The recommendations below are listed in 2007 dollars and do not include escalation, General Contractors mark-up, general conditions, or overall contingencies.

The budget is broken down by priority.

First Priority

Main Theatre

Stage Rigging: Replace Damaged Equipment (Safety Issue) \$175,000

The stage rigging system in the main theatre has been subject to water damage from a leak in the smoke hatches over the stage. The water has been leaking on the rigging equipment for years and some of the linesets do not operate smoothly. All of the moving parts of the rigging system that have gotten wet and must be replaced. The hemp hand operating lines should be replaced with synthetic "Multiline II" ropes to guard against humidity based stretching and rot. The T-bar guide track appears to be in decent working condition, but the rest of the system must be replaced.

Stage Rigging: Replace/Tune Fire Curtain (Safety Issue) \$35,000

The existing fire curtain is asbestos and should be replaced and the rigging and release mechanism refit for proper action. This allowance assumes that the existing fire curtain machinery is in decent working condition.

Stage Rigging: Replace Rope locks (Safety Issue) \$16,000

In order to address the inherent safety concern with counterweight rigging systems (a condition of a "run-away arbor" can occur, often by operator error or unauthorized use) an out-of-balance sensing rope lock has been developed in the industry. Cost includes retrofitting the locking rail and all 32 rope locks with the newer, safer rope locks. The SC is installing them as standard on all our Community College projects.

Stage Rigging: New Motorized Electrics (Safety Issue) \$50,000

The original stage "electrics" battens (primary theatrical lighting pipes) cannot be used easily and safely because students/faculty cannot reach the counterweight arbor. During normal use these battens are temporarily overloaded and manually overhauled to get the pipe into a good working location. This is an inherently unsafe condition. The safety and ease of use of the production lighting would be improved with the addition of three counterweight assist motors for the stage lighting "electrics" and a fourth motorized unit located over the orchestra pit. The motors are designed to safely raise and lower these battens when fully loaded significantly decreasing the need for faculty and students to handle loose steel weights over people's heads.

Related Exclusions: Electrical work including power and control wire, conduit, installation of starter panels, terminations and complete electrical installation.

Production Lighting Control (Comprehensive Replacement) \$105,000

Educational and Performance System allowance to include (192) 20A, 2.4kw dimmers/non-dims for production, house, concert and work/rehearsal lighting, control console with focus remote, control processor and network components, control and circuit wiring devices and stage cable, equipment only.

Related Exclusions: Div. 16 work including infrastructure as described in engineering report, architectural lighting fixtures or emergency lighting/transfer, distribution and control wire, conduit, and complete installation.

Orchestra Pit Lift (Safety Issue) \$35,000

The current building code requires wheelchair access to the orchestra pit when it is lowered into orchestra pit mode. In addition, the orchestra pit lift does not have adequate life safety/ shear protection systems installed. Remedial work is required to provide an accessible route to the orchestra pit, and to install critical life safety systems on the orchestra lift.

Related Exclusions: Div. 16 work including infrastructure related to orchestra pit machinery control as described in engineering report. Architectural, structural, electrical accommodations related to providing wheelchair access to orchestra pit.

Audience Seating (ADA Accommodations) \$10,000

The current building codes state that the auditorium seating capacity requires more wheelchair seating than is currently provided AND additional wheelchair seating locations. Additional wheelchair seating locations will be developed at the rear of the auditorium and the sidewall entrances flanking the stage will be developed into accessible seating locations. The existing aisle lighting does not meet the code required illumination levels. This allowance provides for additional seat mounted aisle lights to be retrofit to the existing chairs, and for removal and reinstallation of existing fixed seating.

Related Exclusions: Electrical remediation for existing aisle lighting.

AV Systems – Program Monitoring (Comprehensive Replacement) \$25,000

New program & paging systems, allowing back-of-house audio & video monitoring of events in both main theatre & blackbox theatre. Wire, pull and system integration and installation.

Related Exclusions: Div. 16 work to support infrastructure as described in engineering report.

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AV Systems – Wiring Infrastructure (Comprehensive Replacement) \$35,000

New wiring & connection panels throughout for audio, video & communications systems. Wire, pull and system integration and installation.

Related Exclusions: Div. 16 work to support infrastructure as described in engineering report.

Second Priority

Main Theatre

Stage Trap Platforms (Replacement) \$50,000

The existing stage trap platforms are very heavy and difficult to manage requiring a long changeover time. The existing stage trap platforms should be replaced with lightweight honeycomb decks so that the stage traps are light enough that they would be used. The current system is prohibitively heavy and replacement would allow for more frequent use.

Related Exclusions: Architectural accommodations to repair and refinish stage flooring adjacent to stage trap area.

AV Systems (Comprehensive Replacement) \$250,000

Comprehensive system to include new wiring infrastructure, fixed video projection, Left/Center/Right loudspeakers for audio reinforcement/amplification, Surround loudspeakers, mixing in booth and in-house, video mixing console, computer-based playback and effects, wire, pull and system integration and installation.

Related Exclusions: Div. 16 work including: Infrastructure as described in engineering report.

Black Box Theatre

AV Systems (Augmentation) \$15,000

Computer-based playback system and production intercom system. Existing audio system would be re-used. Addition of video camera & microphone to feed back-of-house monitoring systems. No installed video projection.

Related Exclusions: Div. 16 work including: Infrastructure as described below

Recording Control Booth

AV Systems (Comprehensive Replacement) \$150,000

Comprehensive system to include wiring infrastructure, multi-track recording console with digital connections to computer recording software. Multi-channel (surround) monitoring system. Talkback system to both music rooms & theatre. Tie lines to both music rooms & theatre for audio, video & communications, custom millwork.

Related Exclusions: Div. 16 work including: Infrastructure as described in engineering report.

Band Room & Chorus Room

AV Systems (Comprehensive Replacement) \$15,000 (ea)

Wiring infrastructure, high-fidelity recording and playback, wire, pull and system integration and installation.

Related Exclusions: Div. 16 work including: Infrastructure as described below

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Dance Studios (Two total)

AV Systems (Comprehensive Replacement) \$15,000 (ea)
Wiring infrastructure, high-fidelity playback, wire, pull and system integration and installation.
Related Exclusions: Div. 16 work including: Infrastructure as described below

Drama Classroom

Pipe Grid and Drapery Tracks \$32,000
Budget includes 1200 sq. ft. of 8' x 8' pipe grid and (2) full-perimeter walk-along drapery tracks, installed.
Related Exclusions: Structural and architectural accommodations.

Production Lighting (new) \$12,000
Budget includes specialty lighting fixtures, wiring devices, room dimming ((18) 10A dimmed circuits using (3) portable dimmer packs) and wall panel preset control panels, equipment only.
Related Exclusions: Overhead lighting pipes, Div. 16 work including wire, conduit, (6) L21-20 receptacles, 100A 3-Ø 120/208 company switch for portable equipment, and complete installation.

AV Systems (new) \$15,000
Wiring infrastructure, portable audio playback console with playback, flexible loudspeaker systems, wire, pull and system integration and installation.
Related Exclusions: Div. 16 work including: Infrastructure as described below.

Third Priority

Main Theatre

Production Lighting Fixtures (Augmentation) \$25,000
Replacement and augmentation of the production lighting fixture inventory would provide improved artistic and educational opportunities, and improve concert and work lighting.

Loose AV equipment (Augmentation) \$25,000
Includes additional microphones, cables, stands, etc.

Orchestra Shell (Replacement) \$150,000
For unamplified music performances, the band and orchestra would be benefited by replacement of the existing sound reflecting portable "towers", with new more effective and easier to use towers and ceiling units.

Black Box Theatre

Production Lighting Control (Augmentation) \$10,000
The existing production lighting control system in the black box theatre would be replaced with an Ethernet based control system. The allowance would provide for new Ethernet switchgear in the control

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booth and would enable the black box theatre control system to match the entirely new lighting control system in the main theatre.

Piano Classroom & Ensemble Room

AV Systems (Comprehensive Replacement) **\$15,000 (ea)**
Wiring infrastructure, audio playback & recording, wire, pull and system integration and installation.
Related Exclusions: Div. 16 work including: Infrastructure as described in engineering report.

Shared Classroom & Music Classroom

AV Systems (Comprehensive Replacement) **\$10,000 (ea)**
Wiring infrastructure, audio playback, wire, pull and system integration and installation.
Related Exclusions: Div. 16 work including: Infrastructure as described in engineering report.

Miscellaneous Aspects To Be Included In Other Sections

Specialty Architectural Lighting
As determined by architectural lighting consultant

Replacement of smoke hatches over the stage

Replacement of main theatre stage flooring

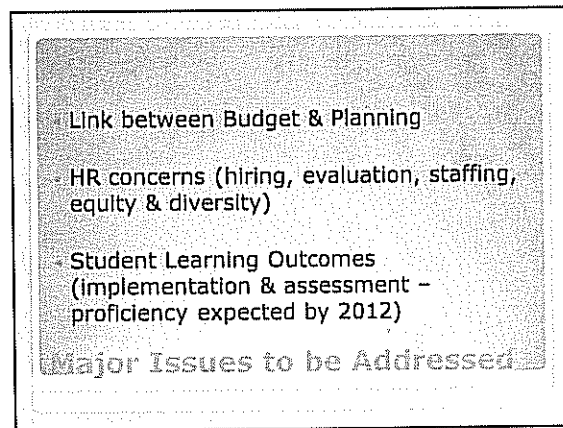
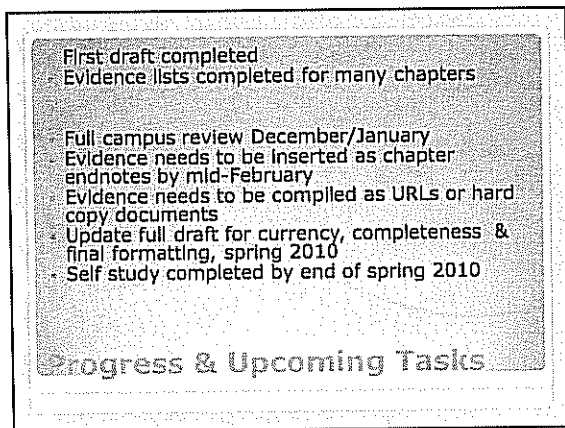
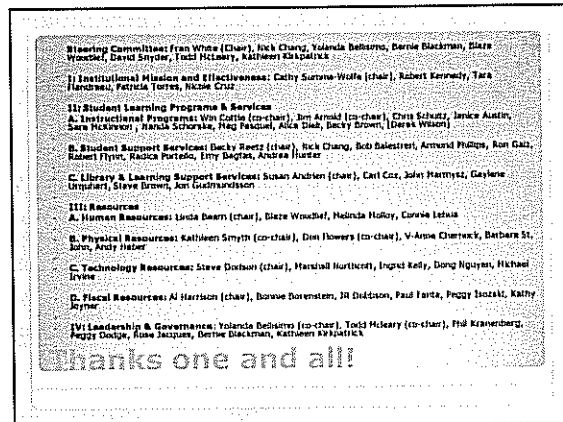
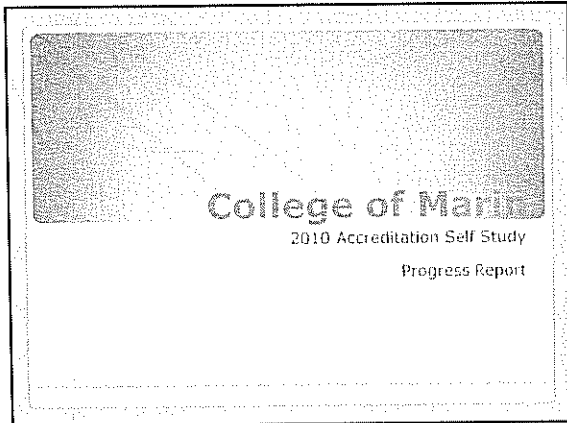
AV Low-Voltage Conduit System (by Division 16):
The low-voltage portion of the AV system will comprise a significant amount of EMT conduit.
See engineering report for detailed information.

Millwork: allowance for cabinets
Dressing Rooms - counters, mirrors, shelves, operable partition between 2 rooms
Control Booths

END OF REPORT

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SELF STUDY UPDATE:
**Summary of areas in which the college presently does not fully
meet standards**

November 17, 2009

Standard 1:

College meets all standards except: I.B.4 and I.B.6 – College partially meets these standards.

I.B.4. The institution provides evidence that the planning process is broad based, offers opportunities for input by appropriate constituencies, allocates necessary resources, and leads to improvement of institutional effectiveness.

I.B.6. The institution assures the effectiveness of its ongoing planning and resource allocation processes by systematically reviewing and modifying, as appropriate, all parts of the cycle, including institutional and other research efforts.

PLANNING AGENDA: I.B.4., I.B.6

- Ensure that the PRAC receives sufficient, timely budget information and has strong processes in place to ensure integration of planning and resource allocation agendas.
- Fully implement the resource allocation process outlined in the *Integrated Planning Process Manual*.
- Clearly communicate to the College community how resources are or have been allocated in support of specific planning priorities.
- Conduct a formal, campus-wide assessment of the integrated planning process in 2011.

Standard II.A:

College meets all standards except: II.A.1.a, II.A.1.c, II.A.2.b, II.A.2.f ; II.A.6;
College partially meets these standards.

II.A.1.a. The institution identifies and seeks to meet the varied educational needs of its students through programs consistent with their educational preparation and the diversity, demographics, and economy of its communities. The institution relies upon research and analysis to identify student learning needs and to assess progress toward achieving stated learning outcomes.

PLANNING AGENDA II.A.1.a

- Develop and offer ongoing training for faculty and staff in effective practices for assessing student achievement of SLOs.
- Develop systematic assessments and regular reports of achievement of SLOs in all Five Pathways, at the program, degree, certificate and college level.

II.A.1.c. The institution identifies student learning outcomes for courses, programs, certificates, and degrees; assesses student achievement of those outcomes; and uses assessment results to make improvements.

PLANNING AGENDA II.A.1.c

- Develop and implement a formal assessment of student achievement of the College Learning Outcomes by 2012.
- Continue to assist programs in developing and using assessment tools for both course-level and program-level SLOs to ensure that all programs use the results of their assessments to make improvements.

II.A.2.b. The institution relies on faculty expertise and the assistance of advisory committees when appropriate to identify competency levels and measurable student learning outcomes for courses, certificates, programs including general and vocational education, and degrees. The institution regularly assesses student progress towards achieving those outcomes

II.A.2.b The College partially meets the standard.

PLANNING AGENDA II.A.2.b

- Develop and implement a formal assessment of student achievement of the College Learning Outcomes by 2012.
- Continue to assist programs in developing and using assessment tools for both course-level and program-level SLOs to ensure that all programs use the results of their assessments to make improvements.

A.2.f. *The institution engages in ongoing, systematic evaluation and integrated planning to assure currency and measure achievement of its stated student learning outcomes for courses, certificates, programs including general and vocational education, and degrees. The institution systematically strives to improve those outcomes and makes the results available to appropriate constituencies.*

II.A.2.f - The college partially meets the standard.

PLANNING AGENDA

- Develop systematic assessments and regular reports of achievement of SLOs in all Five Pathways, at the program, degree, certificate and college level.

II.A.6. *The institution assures that students and prospective students receive clear and accurate information about educational courses and programs and transfer policies. The institution describes its degrees and certificates in terms of their purpose, content, course requirements, and expected student learning outcomes. In every class section, students receive a course syllabus that specifies learning objectives consistent with those in the institution's officially approved course outline.*

II.A.6. – The college partially meets the standard.

PLANNING AGENDA

- Complete identification of SLO's for all courses offered at the College, and ensure that all syllabi reflect the approved course SLO's.
- Provide staff and/or technological support to make it easy for faculty to electronically post syllabi for each section.

Standard II.B.

College meets all standards; no planning agenda items

Standard II.C.

College meets all standards except II.C.1.c; College partially meets this standard

II.C.1.c. *The institution provides students and personnel responsible for student learning programs and services adequate access to the library and other learning support services, regardless of their location or means of delivery.*

PLANNING AGENDA

- o Develop and implement a plan for building and staffing a new library at IVC, with adequate information resources to support programs on this campus.

Standard III.A.

College meets all standards except III.A.1.a, III.A.1.b, III.A.2, III.A.3.a, III.A.4.b, III.A.4.c, III.A.6; College partially meets these standards

III.A.1.a. Criteria, qualifications, and procedures for selection of personnel are clearly and publicly stated. Job descriptions are directly related to institutional mission and goals and accurately reflect position duties, responsibilities, and authority. Criteria for selection of faculty include knowledge of the subject matter or service to be performed (as determined by individuals with discipline expertise), effective teaching, scholarly activities, and potential to contribute to the mission of the institution. Institutional faculty plays a significant role in selection of new faculty. Degrees held by faculty and administrators are from institutions accredited by recognized U.S. accrediting agencies. Degrees from non-U.S. institutions are recognized only if equivalence has been established.

PLANNING AGENDA

- Hiring practices follow detailed regulations, both from district policy and state regulations. This is occasionally perceived as cumbersome and time-consuming. The planned modification of a more flexible selection for part-time faculty – while assuring minimum qualifications – will be one attempt to streamline the hiring process. The Human Resource Department and the Academic Senate will continue to work collaboratively to develop appropriate faculty hiring procedures.
- Continued expansion of the recently initiated online recruitment process should support the College's effort to maintain a ready resource for qualified and interested part-time faculty. Ensuring appropriate training at the department and division levels should assist with personnel scheduling.

III.A.1.b. The institution assures the effectiveness of its human resources by evaluating all personnel systematically and at stated intervals. The institution establishes written criteria for evaluating all personnel, including performance of assigned duties and participation in institutional responsibilities and other activities appropriate to their expertise. Evaluation processes seek to assess effectiveness of personnel and encourage improvement. Actions taken following evaluations are formal, timely, and documented.

PLANNING AGENDA

- Develop a more comprehensive evaluation tracking system district-wide.
- Provide regular training opportunities for managers regarding the performance appraisal process.
- Provide administrative consequences for the responsible parties who do not adhere to the evaluation process and timelines.

II.A.2. The institution maintains a sufficient number of qualified faculty with full-time responsibility to the institution. The institution has a sufficient number of staff and

administrators with appropriate preparation and experience to provide the administrative services necessary to support the institution's mission and purposes.

PLANNING AGENDA

- During the 2009-2010 academic year, four new full-time faculty positions were filled. Once a new faculty contract is approved, and as resources are available, the College will hire full-time faculty members to ensure that each department has a sufficient core of full-time faculty.
- Review and improve processes for determining staffing needs, to improve linkages between program planning, program review, and resource allocation.

III.A.3.a. The institution establishes and adheres to written policies ensuring fairness in all employment procedures.

PLANNING AGENDA

- Continue the complete review and revision of all personnel-related board policies and procedures through the established governance process.
- Establish applicable trainings upon the approval of the new policies and procedures.

III.A.4.b. The institution regularly assesses its record in employment equity and diversity consistent with its mission.

PLANNING AGENDA

- Establish regular reporting processes for district decision-making and planning. Publicize the district's demographics internally and externally.
- Continue efforts to attract and retain a diverse workforce.

III.A.4.c. The institution subscribes to, advocates, and demonstrates integrity in the treatment of its administration, faculty, staff, and students.

PLANNING AGENDA

- Continue to update all Human Resource related board policies and procedures integrating the Colleges mission and goals.
- Monitor the campuses facility improvements to assure accessibility and a environment conducive to work and learning.

III.A.6. Human resource planning is integrated with institutional planning. The institution systematically assesses the effective use of human resources and uses the results of the evaluation as the basis for improvement.

PLANNING AGENDA

- As the college implements its strategic and institutional plans, the integration of human resources as a significant component must be taken into consideration, including funding prioritizations and organizational structures.
- As employee/district contracts are negotiated, the evaluation process for all employees needs to be expanded to include effectiveness assessment in producing progress toward stated student learning outcomes, particularly for faculty and others most directly responsible for helping produce these outcomes. The development of student learning outcomes and methods to measure their effectiveness must also become integral to professional development for employees.

Standard III.B.

College meets all standards except III.B.2.a, III.B.2.b; College does not meet these standards

III.B.2.a. Long-range capital plans support institutional improvement goals and reflect projections of the total cost of ownership of new facilities and equipment.

PLANNING AGENDA

Prior to the M CCD Board approving any major renovation of facilities, new construction and/or major equipment/system upgrade projects; an analysis will be accomplished to determine the impact on budgetary/resource allocations requirements. This analysis will be based on a three year budget strategy and present to the Facilities Planning Committee, Budget and Resource Allocation Committees for review and forward to the College of Marin President/CEO with recommendations.

This analysis will, as part of the “total cost of ownership” process, incorporate elements that include but not limited to;

1. Sustainability Design (Green Design)
2. Energy efficiency of new systems.
3. Encompass standard maintenance requirements as identified in all applicable equipment manuals associated with the project, and other resources such as:
 - Custodial and site requirements, technology impact, review of staff and impact on new skills requirements, Equipment Replacement Plan.
4. Preventive/Planned Maintenance Staffing and Material Requirements

III.B.2.b. Physical resource planning is integrated with institutional planning. The institution systematically assesses the effective use of physical resources and uses the results of the evaluation as the basis for improvement.

PLANNING AGENDA

The Planning Agenda addressed above in III.B.2.a, along with the Technology Replacement Plan developed by the Technology Committee, will enable the district to meet this Standard.

Standard III.C.

College meets all standards.

Standard III.D.

College meets all standards except III.D.1.a, III.D.1.b, III.D.1.d; college does not meet III.D.1.b, college partially meets III.D.1.a, III.D.1.d

III.D.1.a. *Financial planning is integrated with and supports all institutional planning.*

PLANNING AGENDA

Update S10 to reflect current state of affairs – whether administrative reviews have been completed, and whether the new PRAC is actually involved with making budget recommendations, following subcommittee recommendations. Include Planning Agenda if it is determined college doesn't meet the standard.

III.D.1.b. *Institutional planning reflects realistic assessment of financial resource availability, development of financial resources, partnerships, and expenditure requirements.*

PLANNING AGENDA

(Update S10 to reflect current state of affairs, including new PRAC.)

Institutional planning should occur as a result of Planning and Resource Allocation Committee recommendations. These recommendations should be developed based on initiatives following from the college's Educational Master Plan and associated Strategic Plan, with its strategic initiatives. The district's financial condition and budgetary assumptions should be presented to the Board of Trustees via periodic reports by the Vice President of College Operations, and these reports should then be provided to Planning and Resource Allocation Committee (PRAC).

Insofar as funds are available or budget cuts need to be considered, PRAC should be responsible for recommending budget policy and scenarios to the college president and board. These recommendations should be substantiated and rationalized based on program reviews and their support of college strategic goals and initiatives. PRAC should receive all requests for additional or new funding and upon review of criteria and funding

availability, make recommendations to the President about whether requests should be funded.

Finally, the college should be sure to include as part of instructional and administrative program reviews the consideration of partnerships, contractual agreements and special projects in order to assure that the specific activity is creating outcomes beneficial to the College, as well as contributing to meeting strategic initiatives and goals.

III.D.1.d. *The institution clearly defines and follows its guidelines and processes for financial planning and budget development with all constituencies having appropriate opportunities to participate in the development of institutional plans and budgets.*

PLANNING AGENDA

(Update this section Spring 10 to reflect current state of affairs.)

Standard IV.A.

College meets all standards.

Standard IV.B.

College meets all standards except IV.B.1.h, IV.2.b.(2)

IV.B.1.h. The board has a code of ethics that includes a clearly defined policy for dealing with behavior that violates its code.

PLANNING AGENDA

Complete and approve the code of ethics policy.

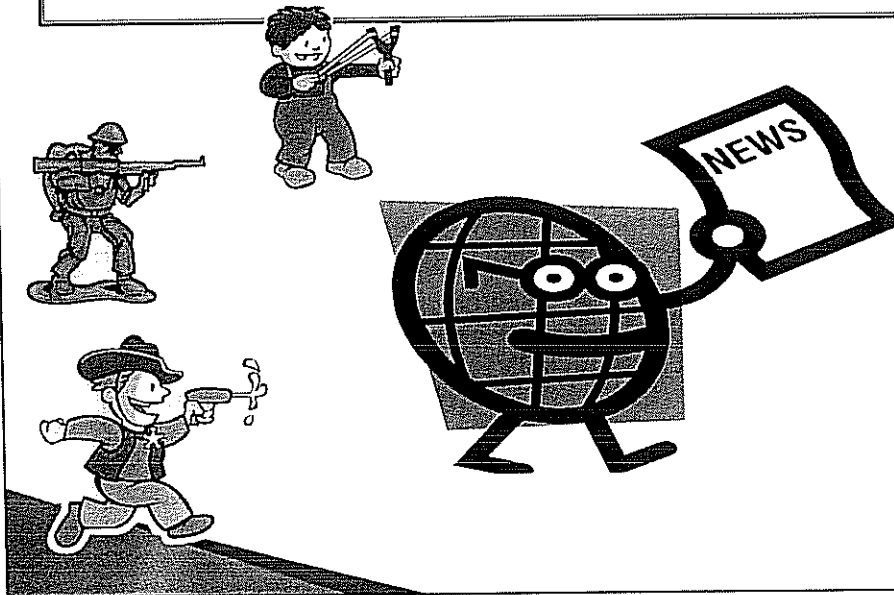
IV.B.2.b.(2). The president guides institutional improvement of the teaching and learning environment by ensuring that evaluation and planning rely on high quality research and analysis on external and internal conditions.

PLANNING AGENDA

Ensure adequate staffing for the research and planning functions at the college.

COM BUDGET ANALYSIS & REVENUE ASSUMPTIONS

DON'T SHOOT THE MESSENGER!



TUFF JOB BUT SOMEONE HAS TO DO IT!



PRIMARY REVENUE SOURCES

- ▶ COMMUNITY SERVICES
- ▶ RESTRICTED GENERAL FUNDS
- ▶ UNRESTRICTED GENERAL FUNDS

REVENUE ASSUMPTIONS SUMMARY

1. COMMUNITY SERVICES BUDGET WILL REMAIN STABLE IN WHICH REVENUE AND EXPENDITURES ARE EQUAL.
2. RESTRICTED GENERAL FUND BUDGETS FOR 2010-11 AND 2011-12 WILL CONTINUE AT THE SAME FUNDING LEVEL AS 2009-10 WITHOUT THE FEDERAL (ARRA FUNDS) DOLLARS AS BACKFILLS.

5

REVENUE ASSUMPTIONS SUMMARY

3. FOR 2010-11, NO CPI INFLATION ADJUSTMENT FOR SECURED PROPERTY TAXES. THE TAX ROLLS WILL REMAIN THE SAME AS THE 2009-10 TAX ROLLS WHICH MEAN NO INCREASE IN SECURED PROPERTY TAX REVENUES.
4. SUPPLEMENTAL PROPERTY TAXES WILL CONTINUE AT THE SAME FUNDING LEVELS AS WAS COLLECTED FOR THE 2009-10 FISCAL YEAR.

6

REVENUE ASSUMPTIONS SUMMARY

5. FOR 2009-10 FISCAL YEAR, ENROLLMENT FEES ARE PROJECTED TO INCREASE APPROXIMATELY \$500,000 AS A RESULT OF A \$6.00 FEE INCREASE AND AN INCREASE IN THE NUMBER OF UNITS STUDENTS ARE ENROLLED IN.

6. NO CHANGE PREDICTED FOR OTHER STATE REVENUE FOR THE 2010-11 FISCAL YEAR. REVENUE WILL REMAIN CONSTANT.

7

REVENUE ASSUMPTIONS SUMMARY

7. NO CHANGE PREDICTED FOR LOCAL REVENUE FOR THE 2010-11 FISCAL YEAR. REVENUE PROJECTED TO REMAIN CONSTANT.

8

▶ UNRESTRICTED GENERAL FUNDS

SOURCES OF FUNDS

▶ PROPERTY TAXES	90%
▶ ENROLLMENT FEES	3%
▶ STATE REVENUES	5%
▶ LOCAL REVENUES	2%

PROPERTY TAXES

FISCAL YEAR	ACTUAL			ESTIMATED			MODIFIED				
	2004-2005	2005-2006	% CHANGE	2006-2007	% CHANGE	2007-2008	% CHANGE	2008-2009	% CHANGE	2009-2010	% CHANGE
PROGRAM-BASED FUNDING											
STATE APPORTIONMENT	\$ -	\$ -		\$ -							
STATE SUBVENTIONS	286,699	282,928	-1.32%	287,630	1.66%	286,240	-0.48%	280,416	-2.03%	272,942	-2.67%
TOTAL	286,699	282,928	-1.32%	287,630	1.66%	286,240	-0.48%	280,416	-2.03%	272,942	-2.67%
PROPERTY TAXES											
SECURED	28,100,100	30,615,880	8.95%	33,450,987	9.26%	35,766,615	6.92%	37,713,052	5.44%	38,361,991	1.72%
SUPPLEMENTAL	1,466,253	1,611,902	9.93%	1,247,943	-22.58%	1,174,183	-5.91%	751,877	-35.97%	500,000	-33.50%
UNSECURED	853,649	849,442	-0.49%	727,137	-14.40%	777,392	6.91%	798,323	2.69%	891,047	11.61%
PRIOR-YEAR	93,181	63,309	-32.06%	133,711	111.20%	114,687	-14.23%	103,062	-10.14%	75,000	-27.23%
TOTAL TAXES	30,513,183	33,140,533	8.61%	35,559,778	7.30%	37,832,877	6.39%	39,366,314	4.05%	39,828,038	1.17%

REVENUE PROJECTIONS

	ESTIMATED	ADDITION	MODIFIED	CHANGE	PROJECTED	
	ACTUAL	BUDGET	DUDGET			
	2008-2009	2009-2010	2009-2010		2010-2011	
STATE APPORTIONMENT	280,416	272,942	267,686	(5,257)	267,686	
STATE SUBVENTIONS	280,416	272,942	267,686	(5,257)	267,686	
TOTAL	280,416	272,942	267,686	(5,257)	267,686	
PROPERTY TAXES						
SECURED	37,713,052	38,361,991	38,156,303	(206,688)	38,876,330	
SUPPLEMENTAL	751,877	500,000	729,936	229,936	720,000	
UNSECURED	798,323	891,047	890,404	(643)	860,404	
PRIOR-YEAR	103,062	75,000	79,646	4,646	70,545	
TOTAL TAXES	39,366,314	40,156,980	40,089,979	(11,007)	40,816,000	
ENROLLMENT FEES	1,338,495	1,360,000	1,909,100	559,100	1,809,100	
TOTAL	40,986,225	41,723,022	42,266,750	542,928	42,000,704	
	245	260	250	0.00%	250	
PARTNERSHIP FOR EXCELL	1,742,873.00	1,609,126.00	1,609,126.00	-	1,609,126.00	
OTHER STATE	841,369	826,173	829,173	-	826,173	
TOTAL STATE	2,604,842	2,335,299	2,338,299		2,335,299	
INTEREST	97,271	100,000	100,000	-	100,000	
NON-RESIDENCE FEES	682,286	680,000	680,000	-	682,286	
OTHER STUDENT CHARGES	86,838	95,000	95,000	-	95,000	
NON-RESIDENCE INSURANCE	35,902	35,000	35,000	-	35,000	
MSAT	-	-	-	-	-	
SELF-INSURANCE JPA	226,003	204,000	204,000	-	204,000	
MISCELLANEOUS	1,127,501	934,000	934,000	-	1,134,286	
TOTAL	44,797,812	44,893,471	45,536,307	642,836	46,438,629	
TOTAL REVENUE INCREASE	\$	195,650	\$	730,494	\$	842,826
						807,322

Property Tax Inflation Rate

▸ Article XIII CA Constitution (Proposition 13)

1. Base value for all real property.
2. Adjusted annually for an amount not to exceed 2 percent.
3. Adjustment may be less than 2 percent.
4. AND, Inflation factor may result in a reduction in the base factor.

Property Tax Inflation Rate

▸ Since passage of Proposition 13

1. On five occasions adjustment has been less than 2 percent.
2. However, we were not Basic-Aid so the less than 2% adjustment did not matter.
3. There has never been a negative base adjustment.

REBUTTAL TO: "FACTS ABOUT THE NEW SCIENCE CENTER COMPLEX – A RESPONSE"

My name is Jamie Deneris and I am a faculty member in the Life and Earth Science Department. I am here this evening to discuss the, "Facts About the New Science Center Complex – A Response" that was included in this evening's Board Packet. This Response is to a statement presented by Don Foss, Jamie Deneris, Ph.D., and David Egert, Ph.D. to the Board of Trustees during the 13 October 2009 meeting. There were many points made in our original presentation that were not addressed or refuted in this Response. I will limit my comments this evening to those points of our presentation challenged in the Response and not take up the Board's time repeating those points for which there is no contention.

1. The Response states that the total square footage of the new Science Center will be 10,904 square feet larger. Although this is true, it does not take into account the fact that the new Science Center will house Nursing, Anthropology, Environmental Science, and Environmental Landscaping Programs which are currently located outside of the Austin Science Center. In addition I.T. and the power plant may be housed there as well. V-Anne later stated during this Board meeting that the Nursing Program was not included in the figures presented in the response. . V-Anne did not comment on the space needs of the additional remaining programs.

The Response did state that the nursing space could be, "retrofitted into science laboratories" if and when it becomes necessary. It will be necessary the day we move into the building. What the Response did not make clear is that, "retrofitted" means building laboratory space, the most expensive space the State of California pays for. Remodeling space, especially to add gas, vacuum, water, and power for laboratories, is fantastically more expensive after a building is completed than it is putting it into an empty shell. The Response also did not address where the nursing program will go should this occur.

In addition, it remains that the Science Center is still losing three science labs. The response called these, "classrooms" implying that our courses might be located elsewhere. This is not classroom but laboratory space we are losing. As we are currently operating at maximum capacity in the Life and Earth Science Department, we will have to cut course offerings if we are moved to the new Science Center and the Austin Science Center is demolished. This is particularly disturbing to the Life and Earth Science Department as we are poised to add two additional sections of Biology 110 laboratory and are going from a two semester biology major's series to a three semester sequence. This change is in response to the needs of our students transferring to the State system and is the result of three years of study and preparation.

The situation is further complicated by the fact that we will have no space to set up laboratory practical examinations (which take an average of four hours each), no space for tutoring as student

require equipment, samples, and models located in laboratories, and no space for accommodating students who find themselves in difficult circumstances.

As circumstances currently exist, many of our faculty members are on Tuesday/Thursday or Monday/Wednesday teaching schedules, schedules for which we have been severely criticized. We are not working these days by choice. For example, I arrive at the College of Marin at 9:00 a.m. and leave at 11:00 p.m. with two, half hour breaks every Tuesday and Thursday. To say the least, these are extremely long and tiring days. Our faculty works these schedules so that we can maximize classroom use and minimize technician time. Just for the record, I do not know of any faculty member in our department or the Chemistry Department that is not teaching at least one additional day per week.

Further, we spoke with Dr. Eric Dunmire from the chemistry department. He was intimately involved in the initial design of the new building to make sure the chemistry department could schedule classes appropriately. This is particularly important to the Science Departments as chemistry is a prerequisite for all biology, nursing, geology, geography, environmental science, and physics majors, as well as chemistry majors. Since the initial analysis was done, the chemistry department has added several sections. As a result, a move to the new building would necessitate the Chemistry Department decreasing their offerings as well. Even before the new sections of chemistry were added, keeping the old schedule in the new building would require hiring another full-time chemistry technician. Dr. Dunmire has offered several times to repeat the analysis with the current building design but has not been allowed to do so.

The Response also pointed out that we will have 613 rather than 764 (25%) fewer seats in the new Science Center. We currently have waiting lists for many of our courses that have more students than the number enrolled in the classes. This should be unacceptable.

Finally, the faculty never, "agreed early on to design dual purpose classrooms". In fact, from the first day we asked to have the Austin Science Center remodeled and maintained as our current structure is well-designed and meets our needs.

2. The statement in the Response to our concern that the proposed new space will not house our current equipment and supplies discusses the availability of support space i.e. technician work rooms. This is not our concern. We were discussing the fact that we have no room in our teaching laboratories for equipment and supplies used directly by our students making the discussion in the Response irrelevant. We had numerous meetings with architects (two groups of them) to point out the inadequacies in the proposed new space. At one particularly telling meeting, we were asked if it was possible to move old cabinetry and equipment from the old science center into the new one. Ultimately, the architects (both groups) that agreed with the faculty, and drew up new plans to accommodate our changes, were fired.

The statement in the Response that faculty participated, "to varying degrees for all modernization, including the Science Complex" in fact means that those faculty members who agreed uncritically with what was being discussed were invited to the meetings and those that did not were systematically ignored and eventually left out of the process entirely. During the last meeting that Dr. Egert and I attended, a Friday meeting to discuss the Physiology/Microbiology laboratory, (which David came in from San Francisco and I came in from Mendocino County to attend) our dean, who had not made a single comment in any meeting including this one, stormed to the front of the room and told us that we were slowing the process and that if we refused to accept the room as it was being presented, we should leave. We did, but returned when Anita Martinez, the then Vice President of Academic Affairs, followed us out and asked us to return. We were assured that our suggestions would be incorporated and that we would be kept apprised of the developing plans. That was the last meeting we were ever notified about and the last plans we saw. The next thing we heard about the Science Center was at the 2009 convocation. It was there we learned that the ground breaking for the New Science Center was imminent.

3. The response to our concern that we are losing our only large lecture space which seats 100 students is that there will be a two classrooms in the new building with a removable wall that when opened will provide space for 48 students, and that in the future we might get a space that will hold 56 students by remodeling three additional classrooms. We need space for 100 students, not 48, not 56, for biology, geology, chemistry, and physics classes. In addition, if this space is being used for a large lecture, it means that it is not available for smaller classes to meet. We are already out of small lecture space. It was further stated that there will be other large lecture space in other new buildings on campus. It is our understanding that due to cost restraints, many of these lecture halls have been removed from the final iterations of plans. Finally, the Response stated that we could use Olney Hall, Fusselman 120, and the Performing Arts Theatre as lecture space. Olney Hall is almost impossible to teach in for reasons I won't bore you with now, but which are apparent to anyone who has attended a convocation there; Fusselman Hall is already heavily utilized; and the Life and Earth Science Department was unable to reserve the Performing Arts Theatre even on the three occasions we had guest speakers for one evening a piece.

The Response also stated that the Science Faculty expressed the desire to integrate the Science program with other programs on campus. First, the Science and Math Departments do a better job of integrating our programs than any other departments on campus. Our student's success depends on it. Secondly, where we are lecturing has absolutely nothing to do with the integration of programs. This statement is absurd.

4. The Response states that the decision to replace the Austin Science Center instead of refurbishing it was based, but not limited to, costs and the environment. The statement made about the cost was that it would be extremely complex and costly to modernize the building. This statement is deceptive at

best, as no cost analysis was ever done. We find it difficult to believe that the cost of a remodel would ever come close to the cost of constructing a new building especially in light of all of the possible, extensive remodeling that will need to be done after it is constructed.

We stated that the environmental costs of destroying the Austin Science Center and constructing a new building are staggering. This is the truth. There is no way the environmental costs of demolishing an existing structure and building a new one can ever be mitigated. On a miniscule scale, this is why we recycle rather than construct new soda cans. The Response to this comment was to point out that the hazardous waste from the old Science Center would be handled responsibly and that the new building would have a, "silver rating". These facts have absolutely nothing to do with the environmental costs we are addressing and I will not comment further on the ridiculousness of these statements. As an aside, it is our understanding that to maintain a, "silver rating" the College will have to hire someone to monitor the building.

The response also stated that the Science Center is located in a flood plain. The building has been located in a flood plain since 1974 when it was constructed. Although the statement was made that this has been, "costly" again, no numbers or data were offered. In a final comment, the Response states that if enrollment indicates a valid need for additional space (it already does), the Austin Science Center may be retained. We wonder if the flood plain will spontaneously move as a result of our enrollment needs.

The decision to relocate the Science Center has nothing to do with cost, environmental considerations, or service to our students. As we have pointed out repeatedly, the Austin Science Center is superior in all of these attributes. What is clear is that the new building and the demolition of the old science center will free space to be used for a retail shopping district. We are sacrificing our college and our students to serve the interests of developers and politicians. The fact that this point is just coming to light is additional evidence of the underhanded nature of this endeavor.

We are not here this evening because we do not have more interesting things to do. Our lives would be much easier in the new Science Center built as planned as it would dictate changes in our curriculum which would result in much less work for us. We are here this evening for our students. As stewards of the College of Marin, you should be too.

Thank you,

Jamie Deneris, Ph.D.

Donald Foss

David Egert, Ph.D.

ACADEMIC SENATE PRESIDENT'S REPORT November 17, 2009

Transfer Degrees

Sara McKinnon and I attended the ASCCC Plenary in Ontario this past week. I want to give you an example of the types of challenges senates grapple with in the technical areas of academia – or in this case, where academic meets politics. This has to do with “Transfer Degrees.”

In the last legislative session, Assembly Bill 440, had it passed, would have authorized a community college to award an associate degree in a major or area of emphasis designated “for transfer.” Students who completed a minimum of 60 transferable semester units consisting of an approved transfer GE program, e.g., IGETC or CSU GE, and a major or area of emphasis as locally defined would be eligible for the degree. AB 440 would have prohibited colleges who offer such degrees from requiring additional local requirements that are not included in the GE package or the major or area of emphasis.

Apparently, the *original* version of the bill would have reduced the requirements for associate degrees to the “minimum required for transfer” with no requirement for completion of a major or area of emphasis.

Senates realized that if this version of the bill passed, we would end up with a two-tiered system of degrees. The “for transfer” degrees would have externally defined standards that require less than the degrees we offer students who are not transferring.

Both versions of the bill take away local control of some of our degrees (the “transfer” degrees) and put them into state statute. Currently, degrees are in Title 5 and subject to revisions by the Academic Senate in consort with the Chancellor’s Office. Needless to say, local senates objected to codifying any degrees in state statute. Legislatures generally don’t make laws about what degrees can or will contain in the way of coursework. The decisions about requirements for degrees are and should be left to the experts.

However, there is a great deal of support in the legislature for a “transfer degree” and the concern is that a resurrected version of AB 440 will move through the legislature this session and if passed, will take away local control and Senate control of these degrees by putting them into state statute.

Different local senates offered resolutions they thought would pre-empt this by designing a transfer degree that was under Title 5 and provided more local control. There were three separate resolutions offered at the State Senate Plenary. One asked that the ASCCC work with the Chancellor’s Office to change Title 5 regulations so colleges would be permitted to offer associate degrees in a major or area of emphasis with GE and 60 transferable units of which a minimum of 18 semester units are in a major or area of emphasis. The original version of this referendum called for requiring colleges to refrain from adding local requirements. One amendment attempted to strike the part that said, “...refrain from adding local requirements.” A second amendment tried to strengthen the wording assuring colleges could *choose to offer* such degrees and that the major or area of emphasis must meet the requirements of transfer institutions. Thus, schools could choose not to offer “transfer degrees.”

A second resolution sought to change Title 5 requiring colleges to offer a transfer associate degree but allowing schools to add local requirements.

The third and final resolution on the subject asked that the ASCCC oppose any legislation that seeks to alter its curriculum, degree, and certificate requirement and reaffirm its support of local autonomy and faculty primacy in this area.

In the end, all of the resolutions were referred to the ASCCC executive council to solicit feedback from local senates. This will be brought back to the floor at the spring plenary.

There was concern among many of the local senate representatives at Plenary that if we don't act, the legislature will make the decision for us and this may likely happen before the spring plenary. Many of the senate reps don't agree with the degree being offered, or don't agree that it should disallow local requirements, but they are worried that if we don't work with the Chancellor's Office to provide this option, the state legislature will mandate this or something even more restrictive. Then, it will be in statute rather than in Title 5, which makes the degree requirements far less flexible and responsive to local needs.

We'll be discussing this at the Senate and we are interested in your feedback on this as well.

November 17, 2009

Closing Comments from Trustee Paterson

I would like to say thank you and goodbye for now with some closing comments and observations from my 2 years on the COM BOT.

This has been a rich and full time for me personally and professionally. From day 1, I have been so impressed with the hard work, dedication and achievements of our students, staff, faculty and administration. As soon as I was appointed, my fellow trustees and staff brought me up to speed with extraordinary commitment and excitement at what the future would bring for the board and the college.

I would like to thank Dr. White and your team for the excellence you bring to our community college. Your professionalism and stature in the community, state and nation has helped the college shine – you can feel the effects of your work on both campuses.

I also want to thank student board member Nathaniel Parker for his work which has made me a better board member. Nathaniel, I urge you to speak up and speak out as you continue to learn and grow in this new role which you are so well suited for.

During 2008, the board and college made significant strides, with COM fully accredited once again, groundbreakings and new partnerships enlivening both campuses.

And though I am known for my positive spin on things, I am now going to reflect on the difficult issues for our board and faculty. I feel it is important to speak the truth as I see it, and since I am outgoing, I have a chance to give you some feedback in hopes that talking about it brings new light to old problems and maybe change--

2009 has been a difficult year for the board, as we all know. As I reflect back on the events that soured our teamwork, 2 stand out. One is the officer's vote in December 2008 and the other the football vote, when we discontinued this program. In the case of the officer's vote, I believe that my election as vice president created disappointment and rifts which began to fracture our teamwork. With the football vote, we had both an academic and emotional challenge- with our Academic Senate recommending discontinuance yet an audience of students and coaches begging us to reconsider. These are the times when decision making is painful and so very difficult. Sadly, despite many efforts to help us regain our unity as a board, it seems to me these events created deep division, or brought out divisions that were under the surface.

Based on my understanding of the history of this board, this type of division is not new. Of course, we are an elected, and appointed, board so politics (the good and the bad in that definition) is never very far away as we do our best to represent the public.

Unfortunately, this past election has further deepened the divide both in our meetings and on the campaign trail-- with comments during board meetings about the "NRA" Never Reelect Anyone club and veiled threats from trustees during meetings about votes and "reelection" being at risk.

With a new board member on board in December, and some new officers, you will have a chance to start again with new dynamics – it will be an exciting and challenging time as we have talked about tonight. Keep COM moving into the 21st century- not holding on to the past. As Trustee Long said not to long ago, dream about what the college campus and neighborhood can be and will be for the future.

My final comments are directed to the faculty at College of Marin. To the faculty I would say first:

Thank you for your continuing professionalism and job well done. I hear many kudos from your students and former students in the community. You are our greatest asset.

I am deeply concerned, however, about your public face, that of your union, United Professors of Marin. Let me say I am a union member myself, Novato Federation of Teachers, and a former organizer for SEIU.

So I say this as one union member to another: take back your union. During the past 2 years, I have had numerous opportunities to observe and hear the tactics of the UPM leadership. Of course, I was a target of UPM PAC late attack during the campaign which is well known by now.

I believe the current UPM tactics to gain attention and power are ultimately hurting you, the faculty. The antics of a small group of leaders who are chronically angry, mean and small time bullies come across as just that to the community at large. I have heard from many community members that they were not only outraged by the negative campaign letter, post card and phone calls, but embarrassed by them because they were so unprofessional. Whether or not they hurt or helped candidates or not, one has to question the damage done to your reputation and that of COM in the long term. Those tactics may win some battles but degrade your profession and our college over time.

In working on bully issues over the years as an educator, I have learned that "silence is consent". So tonight I decided to speak out against the bully tactics of your union leaders.

Just recently, I participated in a student government led candidates forum here in the Student Services building. It was aptly organized and led by our own trustee. Upon arriving at the forum, there in the parking lot illegally parked in a handicap zone, was one of your union leader's truck with my name and another's plastered on it as unfair to labor. I have grown accustomed to it the past 2 years but it struck me--Is this the kind of silly display of union strength your leadership should be wasting time on? This same leader was also present at the forum taking copious notes, which is his right, but then proceeded to scold students studying near by him for talking during the forum, causing them to leave. Whose forum was this? Another instructor there was seen coaching a student regarding questions to ask candidates during the forum.

I give these observations to let the rank and file know: this type of union leadership is caustic and does not serve the faculty well, from my point of view, for what it is worth. If you agree, and are looking for a new way into the 21st century as faculty, I urge you to speak up and speak out. Others will be with you in the community. I am with you.

Thank you for hearing me out. I will submit these comments in writing for the record.

Again, to my fellow board members I say thank you and best to you always.

Annan Paterson