

COLLEGE OF
MARIN

**Board of Trustees Meeting
April 21, 2009
Minutes**

A. Closed Session

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

The Board of Trustees of the Marin Community College District met in the SS A&B conference room on the Kentfield campus, members having received notice as prescribed by law. Board President Kranenburg called the meeting to order at 5:39 p.m. All publicly elected Trustees were present except Trustee Hayashino. Fran White, Al Harrison, Nick Chang, and Linda Beam were also in attendance.

M/s (Long/Treanor) to adopt the agenda as presented. The motion passed unanimously (6-0).

There was no one present who wished to address the Board on the items listed to be discussed in closed session, and the Board went into closed session.

The closed session recessed at 6:28 p.m.

B. 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 6:45 p.m. by Board President Kranenburg. He announced that the meeting was being recorded to facilitate the preparation of minutes. All publicly elected Trustees were present except Trustee Hayashino. Student Trustee McCleary was also in attendance.

2. Approval of Minutes and Report of Closed Session

Trustee Treanor moved to approve the minutes of the March 17, 2009 Board meeting. After discussion about possible additions/changes to the minutes and the lack of a second, Trustee Treanor withdrew her motion.

M/s (Long/Paterson) to approve the minutes of the March 17, 2009 Board meeting with these changes: 1) Trustee Long's statement made at the March 17 meeting giving her reasons for voting no on agenda item B.11.H (Approve Discontinuance of Football Program) is to be included (transcribed verbatim from the tapes of that meeting) in the minutes of the March 17 meeting; 2) the written statement Trustee Namnath

brought to the April 21 meeting, but not made at the time the motion was made at the March 17 meeting, giving his reasons for voting no on B.11.H will be placed in the minutes of the April 21 meeting under Individual Reports and/or Requests (B.4.d). The motion passed by a vote of 4 to 2 with Trustees Dolan and Namnath voting no. Student Trustee McCleary cast an advisory aye vote.

Vice President Paterson reported that no action was taken in closed session.

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

Antoinetta Di Meo and Louise Wright addressed the Board regarding dissatisfaction with the scheduling of the fall jewelry classes taught by Lisa D'Agostino. The proposed change of class time to 8:00 a.m. except on Fridays would preclude many of the current students from continuing their participation. They advocated for preservation of the Tuesday/Thursday 11:10 to 2:00 class. Copies of Ms. Di Meo's statement and a petition regarding the proposed schedule change are attached to the minutes as part of the official minutes.

Bill Hough suggested that we implement an electronic system for renewing library books in our college library and also encouraged the Board to support the U.S. and World Education Act.

The following individuals (coaches, football players, members of the community) addressed the Board and expressed their unhappiness with the poor condition of our athletic fields and the discontinuance of COM's football program: George Adams, Eric Famene, Rick Davey, Arthur Robinson, Arslan Erdinc, Jeff Zell, William Maltez, Justin Leitner, and Noah Harney. Mr. Adams distributed several handouts to the Board (memos from former COM Athletic Director Jim Brovelli, a letter from COM's head athletic trainer Joseph Scarcella, and information related to our agreement with Branson School) which are attached to the minutes. Mr. Famene distributed copies (attached) of information related to COM's Measure C bond and the Survey of COM Athletic Program Faculty Regarding the Continuance of the Football Program. The football players expressed their disappointment at finding out that they won't be able to play football at COM any more and asked the Board to give more notice if they ever discontinue another program so that students will have time to line up alternate plans.

4. Board Reports and/or Requests

a. Commendation Resolutions and Other Resolutions

None

b. Legislative Report.

Trustee Paterson reviewed the April 13 Legislative Update from the Community College League, calling the Board's attention to pending bills on Title IX compliance and textbook costs. She also noted that Governor Schwarzenegger has created a "Federal Economic Stimulus Task Force," the Federal DREAM Act has been reintroduced in the U.S. House of Representatives, and the League has endorsed all six budget-related initiative measures on the May 10 Special Election Ballot. Trustee Paterson announced that Martha Kanter, Chancellor of the Foothill-De Anza Community College District, is President Obama's choice for undersecretary of education.

c. Committee Chair Reports

Board President Kranenburg reported that he would be sending out a revised list of Board committee assignments.

Trustee Long, our representative to the Marin Teaching Network, stated that she is saddened that 28 years of the history of this group will come to an end at least for this year due to a lack of funding. She encouraged our Board to send a letter of support for a continuation of this program with the Marin Community Foundation.

d. Individual Reports and/or Requests

1. Government Code Section 54954.2 (a)(1) Clarification (Trustee Namnath)

Trustee Namnath stated that during his time on our Board he has observed that Board members are not allowed to question or ask for clarification when public speakers make comments. He distributed a copy of Government Code Section 54954.2(a)(1), a portion of the Brown Act which governs the conduct of our meetings, and noted that it contains a provision for brief responses to statements made or questions posed by persons exercising their public testimony rights. A copy of this handout is attached to the minutes as part of the official record.

M/s (Namnath/Dolan) to comply with the Brown Act and to allow members of the Board of Trustees from here on to briefly respond to statements made or questions posed by persons exercising their public testimony rights under Government Code Section 54954.2.

Board President Kranenburg thanked Trustee Namnath for his request and stated that this is not an action item and that it will be taken under advisement.

2. Trustee Namnath's written statement giving his reasons for voting no on B.11.H (Discontinuance of COM Football Program) at the March 17, 2009 Board meeting is attached to the minutes as part of the official record of the April 21, 2009 Board meeting.

e. WASC Report Status

President White reported that our Addendum to the Progress Report is being prepared for submission to WASC May 1st. We have now completed our WASC requirements related to our Educational Master Plan, Strategic Plan and integrated planning. We have started on our Self-Study and WASC will be on campus for a comprehensive visit in October of 2010.

f. Ethics Certification – Community College League Annual Trustees Conference, May 1

Board President Kranenburg encouraged all Trustees to attend the upcoming Ethics Certification Training scheduled for May 1 at the CCLC Annual Trustees Conference.

5. Chief Executive Officer's Report

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

a. Staff Reports

1. Citizens' Oversight Committee Annual Report (*Bill Levinson and Bill Scott*)

Bill Levinson, the chair of COM's Citizens' Oversight Committee for the past four years, stated that as citizens the committee feels comfortable that the college is doing a great job of spending the \$250 million of bond money and complimented President White, Vice President Harrison and Modernization Director Chernock for their management of this program. He introduced Bill Scott who will take over as chair of the committee. Dr. Levinson was thanked by Board members for his time, energy, dedication and professionalism during his tenure as committee chair.

2. Student Learning Skills and Basic Skills Update (*Sara McKinnon & Susan Andrien*)

Sara McKinnon, ESL instructor and SLO Coordinator, updated the Board on the development of Student Learning Outcomes (SLO's). College Learning Outcomes have been developed and were approved at the January 29 Academic Senate meeting. Ms. McKinnon has gone through every course outline in the Office of Instruction binders and noted which ones need to be updated and which ones already include SLO's. She demonstrated the COM Academic Senate SLO's Wikispace she developed to centralize the evidence we have to prove we have worked on SLO's. Copies of her presentation are attached.

Susan Andrien and Becky Reetz, co-chairs of the Basic Skills Initiative (BSI), a statewide initiative to improve basic skills instruction, updated the Board on the projects COM's Basic Skills Initiative Steering Committee has been working on. These efforts include: learning communities, piloting an instructional support model for Math 95, math department research, Scholar Baller, student athlete study hall, and professional development. Copies of their presentation are attached.

3. Integrated Planning Process and Timelines (*Fran White*)

President White reviewed the integrated planning process and timelines that have been developed in response to WASC requirements. She noted that WASC will be happy to see that we now have a resource allocation process and that we are using TracDat as the assessment tool.

6. Academic Senate Report

Yolanda Bellisimo, Academic Senate President, stated that the Academic Senate followed the procedure specified in the Program Revitalization and Discontinuance Policy when the Athletic Department and the Academic Senate tackled the subject of the football program following its Program Review. She also noted that the discontinuance of programs falls under the first ten of 10 + 1 which, in the case of College of Marin, is an area where the Board is to rely primarily upon the advice and judgment of the Academic Senate. She thanked the Board members who respected the expertise and commitment of the faculty and staff in the difficult decision to discontinue the football program. A copy of Ms. Bellisimo's statement is attached to the minutes as part of the official record.

7. Classified Senate Report

Jon Gudmundsson presented Kathleen Kirkpatrick's Classified Senate report. He announced that fifteen outstanding classified staff members were nominated by their colleagues for consideration for the Golden Bell Awards given annually by the Marin County Office of Education. The Golden Bell Award Nomination Committee selected Becky Reetz and Kathleen Kirkpatrick to be the first COM classified staff to be honored at

the Golden Bell Awards Ceremony that will take place at Dominican University on May 28. A copy of the Classified Senate Report is attached to the minutes as part of the official record.

8. Student Senate and Student Association Report

No report.

Trustee Dolan left the meeting at 8:10 and Student Trustee McCleary left the room at 8:25 p.m. Both Trustees returned to the meeting at 8:35 p.m.

9. Board Study Session

a. Budget Update (*Al Harrison*)

Vice President Harrison reviewed the budget update in the Board packets. He noted that salaries and benefits constitute the lion's share of the budget and that benefit costs are continuing to rise. He also called the Board's attention to the fact that we have been deficit spending the last couple of years and we currently have a 7.6% reserve, the minimum reserve level that the Board wants.

b. Unfunded Liability (*Al Harrison*)

Vice President Harrison introduced Geoffrey Kischuk of Total Compensation Systems, Inc. who reviewed COM's unfunded liability situation. A copy of his presentation is attached. Mr. Kischuk noted that our Board has been ahead of the curve in dealing with this issue and that we have kept all options open. We will have to take some action this year to comply with GASB 43/45 requirements.

c. Kentfield Campus Pool Scope (*V-Anne Chernock*)

Modernization Director Chernock reported that the Kentfield pool is currently closed for repairs. The Modernization team has met with an aquatics group which is interested in funding work on the pool in exchange for priority rights to use the pool. This proposal will be investigated and Director Chernock will come back next month with an update on this.

Student Trustee McCleary left the meeting at 9:00 p.m.

10. Consent Calendar Items

M/s (Treanor/Paterson) to approve all items on the Consent Calendar. Requests were made to pull I.3, I.6 and I.7 from the Consent Calendar and to move them to the Action Calendar. Trustee Treanor accepted the proposed amendments and the motion passed by a roll call vote of 6-0.

A. Calendar of Upcoming Meetings

June 9, 2009 – Board Retreat Instead of Evening Board Meeting
Marin Community Foundation - Oak Room
5 Hamilton Landing, Suite 200, Novato
9:00 a.m. to 3:00 p.m.

June 23, 2009 – Change of Location of Board Meeting from IVC to Kentfield

- B. Classified Personnel Recommendations.** Approve the Classified Personnel Recommendations:
 - 1. Temporary Increase/Decrease in Assignment for Classified Personnel
 - 2. Resignation/Retirement of Classified Personnel
- C. Classified Management Personnel Recommendation**
- D. Short-Term Hourly Positions**
- E. Budget Transfers – Month of March - FY 2008/09**
- F. Warrant Approval**
- G. Declaration of Surplus Property – Miscellaneous Equipment**
- H. Modernization (Measure C)**
 - 1. Ratify/Approve Modernization Contracts, Changes and Amendments
 - 2. Approve Substitution of Subcontractor, Main Building Complex, IVC
 - 3. Approve Consulting Contract Allocation of Funds
- I. Approve Revised Board Policies**
 - 1. BP 2000 Board Title and Authority
 - 2. BP 2010 Board Membership
 - 4. BP 2305 Annual Organizational Meeting
 - 5. BP 2310 Regular Meetings of the Board
 - 8. BP 6700 Civic Center and Other Facilities Use
- J. Approve Sabbatical Leave Revision**
- K. Approve Revisions in Associate Degrees**
- L. Approve Academic Calendar 2009-2010**

11. Other Action Items

Approve Revised Board Policies

M/s (Treanor/Paterson) to **Approve BP 2210 Officers (formerly 10.I.3).**

Attention was called to the provision of the new policy which calls for the Board President to set the Board agenda.

The motion passed by a unanimous vote of 6-0.

M/s (Treanor/Paterson) to **Approve BP 2315 Closed Session (formerly 10.I.6).**

Clarification was requested regarding the section of the policy regarding removal of a Board member from office for reported violations of the confidentiality of closed sessions. M/s (Treanor/Paterson) to table the motion until the next meeting. The motion to table passed by a unanimous vote of 6-0.

M/s (Treanor/Dolan) to **Approve BP 4010 Academic Calendar (formerly 10.I.7).**

A suggestion was made to call this calendar the Students' Academic Calendar and to establish a separate employee work calendar. Dr. White said this would be taken under advisement.

The original motion passed by a unanimous vote of 6-0.

- A. M/s (Treanor/Long) to **Approve College of Marin Mission Statement**. The motion passed by a unanimous vote of 6-0.
- B. M/s (Treanor/Long) to **Approve** the following slate of candidates for the **2009 (CCCT) Board Election**: Cy Gulassa, Janet Chaniot, Manny Ontiveros, Christopher Stampolis, Jeanette Mann, Carmen Avalos, and Louise Jaffe. The motion passed by a unanimous vote of 6-0.
- C. M/s (Namnath/Treanor) to **Approve Appointments to Citizens' Oversight Committee**. The motion passed by a unanimous vote of 6-0.
Returning member Nancy McCauley and new members Donna Reeve and Diane Ascher were introduced.
- D. M/s (Long/Treanor) to **Approve Authorization to Bid for Purchase and Replacement of Learning Resource Center Chiller**. The motion passed by a unanimous vote of 6-0.
- E. M/s (Treanor/Long) to **Approve Resolution to Enter into Transaction with the California Department of Education for the Purpose of Providing Child Care and Development Services and Designation of Personnel to Sign Contract Documents for Fiscal Year 2008/09**. The motion passed by a vote of 5-0. Trustee Namnath recused himself from the vote as he is doing some work for the California Department of Education.
- F. M/s (Treanor/Paterson) to **Approve Agreement with Community College League of California for Board Policy and Procedures Consultation Services – Year 3**. The motion passed by a vote of 5-1 with Trustee Dolan casting the no vote.

12. Items for Possible Future Board Action

- A. **Notice of Completion – Administration Paving (May)**
- B. **Revised Board Policies (May)**
 - 1. **BP 4250 Academic Probation, Disqualification, and Readmission**
 - 2. **BP 5190 Student Activities**
 - 3. **BP 5200 Student Health Services**
 - 4. **BP 5205 Student Accident Insurance**
 - 5. **BP 5210 Communicable Diseases**
 - 6. **BP 5570 Student Credit Card Solicitation**
 - 7. **BP 6250 Budget Management**
 - 8. **BP 6330 Purchasing**
 - 9. **BP 6520 Security for District Property**

- 10. **BP 6550 Disposal of District Property**
- 11. **BP 6630 Facilities Graphics**
- 12. **BP 6900 Bookstore**
- C. **College Development Plan (May)**

13. Information Items

Board members were asked to review the information items.

- A. **Contracts and Agreement for Services Report – March, 2009**
- B. **3rd Quarter Financial Statements 311Q**
- C. **Modernization Update**
 - 1. **Director’s Report**
 - 2. **Master Schedule with Spent to Date through March 2009**
 - 3. **Contract Milestone Report through March 2009**
- D. **Sustainability Report**
- E. **Revised Administrative Procedures**
 - 1. **AP 4226 Multiple and Overlapping Enrollments**
 - 2. **AP 5200 Student Health Services**
 - 3. **AP 5210 Communicable Diseases**
 - 4. **AP 5570 Student Credit Card Solicitation**
 - 5. **AP 5610 Voter Registration**
 - 6. **AP 6250 Budget Management**
 - 7. **AP 6322 Employee Indemnity Bonds**
 - 8. **AP 6360 Contracts –Electronic Systems & Materials**
 - 9. **AP 6365 Contracts – Accessibility of Information Technology**
 - 10. **AP 6370 Contracts – Personal Services**
 - 11. **AP 6520 Security for District Property**
 - 12. **AP 6535 Use of District Equipment**
 - 13. **AP 6550 Disposal of District Property**
 - 14. **AP 6700 Civic Center and Other Facilities Use**
- F. **IPC Approved Faculty Hire Recommendations**
- G. **College of Marin Strategic Plan 2009-2012**
- H. **Calendar of Special Events**

**Alpha Gamma Sigma Teacher Appreciation Dinner – May 1, 2009,
6:00 p.m., Student Services Cafeteria, Kentfield**

**CCLC Trustees Conference – May 1-3, 2009, Sonoma County Doubletree
President’s Breakfast – May 6, 2009, 7:30 a.m., Embassy Suites,
101 McInnis Parkway, San Rafael**

Marin Education Fund Scholarship Night – May 7, 2009, 6:00 p.m.,

Marin Civic Center

**COM Retiree Reception – May 14, 2009, 4:00 to 6:00 p.m.,
Marin Art and Garden Center, 30 Sir Francis Drake Blvd., Ross**

**RN Program Pinning Ceremony – May 21, 2009, 6:00 p.m., Fine Arts
Theater, Kentfield**

Commencement – May 23, 2009, 10:00 a.m., Kentfield Campus Lawn

**Golden Bell Awards Dinner – May 28, 2009, 4:30 p.m., Angelico Hall,
Dominican University**

Fine Arts Groundbreaking – June 23, 2009, 2:30 p.m.

ACCT Congress – October 7-10, 2009 – San Francisco Hilton

14. Correspondence

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

15. Board Meeting Evaluation

16. Adjournment

M/s (Treanor/Paterson) to adjourn the meeting. The motion passed unanimously (6-0) and Board President Kranenburg adjourned the meeting at 10:10 p.m.