

REVISED

COLLEGE OF
MARIN

Board of Trustees Meeting

Agenda

June 22, 2010

Deedy Staff Lounge, Kentfield Campus

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

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

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

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

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

A. Closed Session – 5:00 p.m. in SS A&B, Kentfield Campus

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

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

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

Section 54957.6:

CONFERENCE WITH LABOR NEGOTIATOR

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

Agency Negotiators: Larry Frierson

Bruce Heid

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

54956.9:

CONFERENCE WITH LEGAL COUNSEL-Potential & Existing Litigation

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

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

(d) Under Government Code, Section 54957:

PUBLIC EMPLOYMENT

Title: Interim Vice President of College Operations

3. **Recess to Open Session**

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REGULAR MEETING AGENDA
6:30 p.m. – Deedy Staff Lounge
Kentfield Campus

B. Reconvene to Regular Meeting

1. **Call to Order, Roll Call and Adoption of Agenda**
 - **Administration of Oath of Office to Student Trustee**

2. **Report of Closed Session for June 22, 2010 (2 minutes)**
3. **Citizens' Requests to Address the Board on Non-Agenda Items (3 minutes)**
4. **Superintendent/President Search Update (*Dr. Stan Arterberry*)**
5. **Chief Executive Officer's Report (5 minutes)**
 - a. **Staff Reports (45 minutes)**
 1. **Academic Priorities at College of Marin and Budget, Enrollment and Achievement Analysis (*Nick Chang, Yolanda Bellissimo and Dr. Chialin Hsieh*) - SP.2 (*Improve Student Learning and Success*)**
 2. **Athletic Field Proposal Presentation (*Ross Valley Lacrosse Club and The Branson School*) – BP1 (*Fiscal Accountability*)**
 3. **Modernization Report (*written report in packet*)**
 4. **College Avenue Visioning Committee Update (*written report in packet*)**
 5. **Follow-Up Report (*written report in packet*)**

6. **Academic Senate Report (5 minutes)**
7. **Classified Senate Report (5 minutes)**
8. **Student Senate and Student Association Report (5 minutes)**

9. **Consent Calendar Items (Roll Call Vote)**
 - A. **Calendar of Upcoming Meetings**

 - B. **Approve Classified Personnel Recommendations**
 1. **Appointment of Classified Personnel**

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2. Resignation/Retirement of Classified Personnel
 3. Temporary Reassignment of Classified Personnel
 4. Temporary Increase/Decrease in Assignment for Classified Personnel
 5. Classified Request for Leave of Absence/Uncompensated Leave
- C. Approve Educational Management Personnel Recommendations**
1. Appointment and/or Change of Educational Management Personnel
- D. Approve Short-Term Hourly Positions**
- E. Approve Academic Personnel Recommendations**
1. Resignation/Retirement of Academic Personnel
 2. Academic Request for Increased Assignment
- F. Budget Transfers – Month of May – FY 2009/10**
- G. Warrant Approval**
- H. Declaration of Surplus Property – Miscellaneous Equipment**
- I. Modernization (Measure C) - *BP3.1 (Keep modernization program on track)***
1. **Ratify/Approve Modernization Contracts, Changes and Amendments (\$340,035)**
 2. **Approve Construction and Financial Management Software**
Citadon, Inc. – Amendment 2 (\$33,680) and EADOCS 3 Year Agreement (\$64,850)
 3. **Approve New Short Form Professional Services Agreement**
New Academic Center Project (303B) – EIR Services for Initial Study
ESA (Environmental Science Associates) (\$25,000)
 4. **Approve Amendment 1 to Short Form Professional Services Agreement**
New Academic Center Project (303B)
TLCD Architecture (\$50,000)
- J. Approve Revised Board Policies – *BP1.4a (Review institutional needs and assess institutional effectiveness, using Program Review, Administrative Planning and Assessment, the Strategic Plan and the Educational Master Plan)***
1. **BP 3500 Emergency Preparedness**
 2. **BP 4050 Articulation**
 3. **BP 4235 Credit by Examination**
 4. **BP 4300 Field Trips and Excursions**
 5. **BP 5050 Matriculation**
 6. **BP 5052 Open Enrollment**
 7. **BP 5055 Enrollment Priorities**
 8. **BP 7120 Employment Recruitment**
 9. **BP 7210 Academic Employees**

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- K. Approve New Credit Courses - *SP.2 (Improve Student Learning and Success)*
 - L. Approve Credit Course Revisions – *SP.2 (Improve Student Learning and Success)*
 - M. Approve Credit Course Deletions - *SP.2 (Improve Student Learning and Success)*
 - N. Approve New Noncredit Courses – *SP.2 (Improve Student Learning and Success)*
 - O. Approve Noncredit Course Revisions – *SP.2 (improve Student Learning and Success)*
 - P. Approve Sabbatical Leave Revision
10. Other Action Items (10 minutes)
- A. Modernization (Measure C) – *BP3.1 (Keep modernization program on track)*
 - 1. PE Center Supplemental Cooling Project (308C)
Pre-Authorization Award of Construction Project
 - B. Approve 2010/2011 Tentative Budget – *BP1 (Fiscal Accountability)*
 - C. Approve Resolution Designating Signature Authority on Behalf of the Board of Trustees for 2010/2011– *BP1 (Fiscal Accountability)*
 - D. Approve 2010 Accreditation Self-Study Draft – *BP1.4a (Review institutional needs and assess institutional effectiveness, using Program Review, Administrative Planning and Assessment, the Strategic Plan and the Educational Master Plan)*
(Dr. David Snyder and Dr. Blaze Woodlief will be available to answer questions)
 - E. Award Bid for IVC Locker/Shower Project – *BP3 (Facilities)*
 - F. Approve Agreement with Nelnet Business Solutions for Student Payment Plan
 - G. Approve Retainer Agreement with School & College Legal Services for 2010/2011
 - H. Approve Agreement with County of Marin for Dental Assisting Clinical Training – *SP.2 (Improve Student Learning and Success)*
 - I. Approve Purchase Order for Printing of Community Education Schedules
 - J. Ratify Collective Bargaining Agreement between M CCD and California School Employees Association, Local 196 (2009/2010 through 2011/2012)
 - K. Approve COM Superintendent/President Candidates Final Interview Schedule with the Board
11. 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)*
- 1. BP 3410 Nondiscrimination
 - 2. BP 3900 Speech, Time, Place & Manner
 - 3. BP 4020 Program, Curriculum and Course Development
 - 4. BP 4025 Criteria for Associate Degree and General Education
 - 5. BP 5010 Admissions
 - 6. BP 5140 Disabled Students Programs and Services
 - 7. BP 7160 Professional Development

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12. Board Study Session

None

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

a. Commendation Resolutions and Other Resolutions

None

b. Legislative Report

c. Committee Chair Reports

1. Report on Meetings with COM Foundation (*Trustee Long*)

2. Fund Development Committee Report (*Trustees Hayashino and Conti*)

d. Individual Reports and/or Requests

14. Approval of Minutes (2 minutes)

- Minutes of May 18, 2010 Board Meeting
- Minutes of June 8, 2010 Special Board Meeting

15. Possible Future Agenda Items for Discussion

A. Fundraising - BP4.1 (*Implement a Strategic Plan for College Development*)

16. Items for Possible Future Board Action (5 minutes)

A. Unfunded Liability Program (July) – BP1 (*Fiscal Accountability*)

B. Resolution for Athletic Field - BP1 (*Fiscal Accountability*)

17. Information Items (5 minutes)

A. Contracts and Agreement for Services Report – May, 2010 – BP1 (*Fiscal Accountability*)

B. 3rd Quarter Financial Report - 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. Schedule – BP3.1 (*Keep modernization program on track*)

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3. **Contract Milestones Report through May, 2010 – BP3.1 (Keep modernization program on track)**

D. Revised Administrative Procedures

1. **AP 3410 Nondiscrimination**
2. **AP 3900 Speech, Time, Place & Manner**
3. **AP 4020 Program, Curriculum and Course Development**
4. **AP 4025 Criteria for Associate Degree and General Education**
5. **AP 4225 Course Repetition**
6. **AP 5011 Admission of High School and Other Young Students**
7. **AP 5055 Enrollment Priorities**
8. **AP 5075 Credit Course Adds & Drops**
9. **AP 5140 Disabled Students Programs**
10. **AP 7160 Professional Development**

E. Calendar of Special Events

- Marin County Mayors and Councilmembers' Dinner – June 23, 5:00 p.m., San Francisco Yacht Club, Belvedere**
- Fall Convocation – August 13, 2010, 10:00 a.m. to noon**

18. Correspondence

Correspondence in Board Packets

19. Board Meeting Evaluation

20. Adjournment