

REVISED

COLLEGE OF
MARIN

Board of Trustees Meeting

Agenda

May 18, 2010

Miwok 181, Indian Valley 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 – 4:00 p.m. in AS 101, Indian Valley Campus

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

2. Closed Session: To consider and/or take action upon any of the following items:
 - (a) *With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:*

CONFERENCE WITH LABOR NEGOTIATOR

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

Agency Negotiators: Larry Frierson

Bruce Heid

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

54956.9:

CONFERENCE WITH LEGAL COUNSEL-Potential & Existing Litigation

- Ten - Mize-Kurzman vs. Marin CCD (California Court of Appeal)
- UPM/T. Fung, P. Christensen vs. 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: Superintendent/President

(e) Under Government Code, Section 54957:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: Superintendent/President

3. Recess to Open Session

REGULAR MEETING AGENDA

6:30 p.m. – Miwok 181

Indian Valley Campus

B. Reconvene to Regular Meeting

- 1. Call to Order, Roll Call and Adoption of Agenda**
- 2. Report of Closed Session for May 18, 2010 (2 minutes)**

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

4. **Chief Executive Officer's Report (5 minutes)**
 - a. **Staff Reports (45 minutes)**
 1. **Academic Planning at College of Marin (*Nick Chang & Yolanda Bellisimo*) - *SP.2 (Improve Student Learning and Success)***
 2. **Unfunded Liability Funding Program (*Al Harrison*) – *BP1.2a (Continue to fund the unfunded liability)***
 3. **Textbook Rental Program (*Al Harrison*)**
 4. **WASC Update (*Fran White*) - *BP1.4a (Review institutional needs and assess institutional effectiveness, using Program Review, Administrative Planning and Assessment, the Strategic Plan and the Educational Master Plan)***
 5. **Follow-Up Report (in packet)**

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

8. **Consent Calendar Items (Roll Call Vote)**
 - A. **Calendar of Upcoming Meetings**
 - No Board Retreat on June 8, 2010
 - B. **Approve Classified Personnel Recommendations**
 1. Appointment of Classified Personnel
 2. Resignation/Retirement of Classified Personnel
 - C. **Approve Classified Management Personnel Recommendation**
 1. Resignation/Retirement of Classified Management Personnel
 - D. **Approve Short-Term Hourly Positions**
 - E. **Approve Academic Personnel Recommendations**
 1. Approval of Continued Employment of Academic Contract Faculty
 - F. **Budget Transfers – Month of April – 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 (\$2,986,921)**
 2. **Approve Annual Renewal of Contract for Modernization Legal Counsel Dannis Woliver & Kelley (DWK) (\$125,000)**

3. Approve Renewal of Contract for Reprographic Services
Ford Graphics (\$150,000)
 4. Approve Notice of Completion
Hazardous Materials Abatement Project (305A)
- 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 2715 Code of Ethics
 2. BP 3310 Records Retention and Destruction
 3. BP 3518 Child Abuse Reporting
 4. BP 4060 Delineations of Functions Agreement
 5. BP 5170 Children’s Center
 6. BP 6450 Wireless or Cell Phone Use
 7. BP 6640 Art Work Displays
- K. Approve New Community Services Courses - *SP.2 (Improve Student Learning and Success)*
- L. Approve New Credit Course - *SP.2 (Improve Student Learning and Success)*
- M. Approve Credit Course Revisions – *SP.2 (Improve Student Learning and Success)*
- N. Approve Credit Course Deletions - *SP.2 (Improve Student Learning and Success)*
- O. Approve ECE Program Catalog Changes for 2010-2011 – *SP.2 (Improve Student Learning and Success)*
9. Other Action Items (10 minutes)
- A. Modernization (Measure C) – *BP3.1 (Keep modernization program on track)*
 1. Backflow Preventer Replacement PE/FA/SMCP Project (308B-306C-305A)
Award Construction Contract
 2. Building Signage FA/SMCP/PA Project (306C-305A-306A)
Award Construction Contract
 3. Science/Mathematics/Central Plant Complex Increment No. 2 & 3 Site Development & Building Project (#305A)
Award Construction Contract
 4. SMCP Increment No. 1 Site Development Utilities Project (#305C)
Approve Change Order #11 and Resolution Attesting No Benefit to Bidding Out Change Order Work (\$569,315)
 - B. Award Bid for Pool Complex Renovations Project - IVC – *BP3 (Facilities)*
 - C. Approve Authorization to Sign on Behalf of Governing Board – *BP1 (Fiscal Accountability)*
 - D. Award Lease Modification – Ross School District – *BP1 (Fiscal Accountability)*

- E. Approve Memorandum of Understanding -San Francisco Community College District (“City College”) and Marin Community College District (“the District”)

- 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*)
 - 1. BP 3500 Emergency Preparedness
 - 2. BP 4235 Credit by Examination
 - 3. BP 4300 Field Trips and Excursions
 - 4. BP 4050 Articulation
 - 5. BP 5050 Matriculation
 - 6. BP 5052 Open Enrollment
 - 7. BP 5055 Enrollment Priorities
 - 8. BP 7120 Employment Recruitment
 - 9. BP 7210 Academic Employees

- 11. Board Study Session
 - a. Budget Workshop
 - b. Review Board Budget Priorities 2009/10
 - c. Timeline for Board Budget Priorities 2010/2011

- 12. Board Reports and/or Requests (15 minutes)
 - a. Commendation Resolutions and Other Resolutions
 - 1. Resolution in Support of Classified School Employees Week
 - 2. Resolution Acknowledging the Service of Dr. Frances L. White as Superintendent/
President of College of Marin
 - b. Legislative Report
 - c. Committee Chair Reports
 - d. Individual Reports and/or Requests
 - e. Superintendent/President Search Update

- 13. Approval of Minutes (2 minutes)
 - Minutes of April 20, 2010 Board Meeting
 - Minutes of April 24, 2010 Special Board Meeting (Board Retreat)

14. Possible Future Agenda Items for Discussion
 - A. Fundraising - BP4.1 (*Implement a Strategic Plan for College Development*)
 - B. Athletic Field Proposal Presentation (*June*)

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. Resolution for Athletic Field - BP1 (*Fiscal Accountability*)
 - D. Unfunded Liability Program (*June*) - BP1 (*Fiscal Accountability*)

16. Information Items (5 minutes)
 - A. Contracts and Agreement for Services Report – April, 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*)
 3. Contract Milestones Report through April 2010 – BP3.1 (*Keep modernization program on track*)
 4. Quarterly Progress Report Period Ending March 31, 2010

 - D. Revised Administrative Procedures
 1. AP 4225 Course Repetition
 2. AP 4232 Pass/No Pass
 3. AP 4235 Credit by Examination
 4. AP 4250 Probation
 5. AP 4255 Dismissal
 6. AP 4300 Field Trips and Excursions
 7. AP 4500 Student News Media
 8. AP 4050 Articulation
 9. AP 5013 Students in the Military
 10. AP 5045 Student Records

11. AP 5050 Matriculation
12. AP 7210 Academic Employees
13. AP 7211 Faculty Service Area, Minimum Qualifications and Equivalencies
14. AP 7212 Temporary Faculty
15. AP 7217 Instructional Rotation

E. Calendar of Special Events

Retiree Reception - May 19, 2010, 4 to 6 p.m., Marin Art & Garden Center,
30 Sir Francis Drake Blvd., Ross

COM Foundation Annual Scholarship Awards Ceremony – May 21, 2010, 5:30 p.m.,
Student Services Center, Kentfield

Faculty & Staff Recognition Luncheon – May 27, 2010, 12 to 1:30 p.m., Campus green area
near Fusselman Hall, Kentfield

Golden Bell Education Ceremony – May 27, 2010, 4:30 p.m., Dominican University -
Angelico Hall

COM Nursing Program Pinning Ceremony – May 27, 2010, 6:30 p.m., Fine Arts Theatre,
Kentfield

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

Marin County Mayors and Councilmembers' Dinner – June 23, 5:00 p.m., San Francisco
Yacht Club, Belvedere

Fran White Retirement Reception – June 11, 2010 – 5:30 to 7:30 p.m., Embassy Suites,
101 McGinnis Parkway, San Rafael

Fall Convocation – August 13, 2010, 10:00 a.m. to noon

17. Correspondence

Correspondence in Board Packets

18. Board Meeting Evaluation

19. Adjournment