

COLLEGE OF
MARIN

Board of Trustees Meeting

Agenda

March 16, 2010

Deedy Staff Lounge, Student Services Building, 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
2. Closed Session: To consider and/or take action upon any of the following items:
 - (a) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957)

(b) 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

(c) Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9:

CONFERENCE WITH LEGAL COUNSEL-Potential & Existing Litigation

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

3. Recess to Open Session

REGULAR MEETING AGENDA

6:30 p.m. – Deedy Staff Lounge

Student Services Building, Kentfield Campus

B. Reconvene to Regular Meeting

1. Call to Order, Roll Call and Adoption of Agenda
2. Report of Closed Session for March 16, 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 (20 minutes)
 1. WASC Report Status (*Fran White*) -SP.2 (*Improve Student Learning and Success*)

2. **Kentfield/College Avenue Visioning Task Force Update (*Eva Long*)**
3. **Bolinas Lab Update (see letter in packet)**
5. **Board Study Session**
 - a. **Review of Measure C (Steinberg Group Master Architects) Goals, Principles and Guidelines and New Academic Center Architect Selection Criteria and Process**
 - b. **Superintendent/President Recruitment Process and Timeline Update – *Stan Arterberry***
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**

Addition of a Special Board Meeting on March 30, 2010, 5:30 p.m., SS A&B, Kentfield on “Discussion of transition planning for Interim Superintendent/President services concept, planning and process.”

Addition of a Board Retreat on April 27, 2010 – 5:00 p.m., Deedy Staff Lounge, Kentfield Campus
 - B. **Approve Classified Personnel Recommendations.**
 1. Appointment of Classified Personnel
 2. Appointment of Hourly Personnel
 3. Temporary Increase/Decrease in Assignment/Salary for Classified Personnel
 4. Resignation/Termination of Classified Personnel
 - C. **Approve Classified Management Personnel Recommendations**
 1. Appointment of Classified Management Personnel
 2. Resignation/Retirement of Classified Management Personnel
 - D. **Approve Short-Term Hourly Positions.**
 - E. **Approve Academic Personnel Recommendations.**
 1. Continued Employment of Academic Contract Faculty
 2. Temporary Credit Instructors Appointments Spring 2010
 3. Appointment of Temporary Non-Credit ESL Instructors for Spring 2010 and Community Education and Services Instructors for Winter 2010
 4. Phased-in-Early Retirement of Academic Personnel
 - F. **Approve Educational Management Personnel Recommendations.**

1. Appointment of Educational Management Personnel
- G. Budget Transfers – Month of February – FY 2009/10**
- H. Warrant Approval**
- I. Approve New Credit Courses – BP2 (*Improve Student Access and Success in Instruction and Student Services*)**
- J. Approve Credit Course Revisions – BP2 (*Improve Student Access and Success in Instruction and Student Services*)**
- K. Approve Credit Course Deletions**
- L. Approve Academic Calendar 2010-2011**
- M. Modernization (Measure C) - BP3.1 (*Keep modernization program on track*)**
1. Ratify/Approve Modernization Contracts, Changes and Amendments (\$280,143)
 2. New Fine Arts Building Project (#306C) – Jeff Luchetti Construction, Inc. Approve Subcontractor Substitution (\$0)
 3. Approve Memorandum of Understanding – Federated Indians of Graton Rancheria Disposal of Native American Human Remains and Associated Funerary Objects (\$0)
 4. Approve Exceptions to Sole Sourcing of Specialty Equipment (\$0)
 5. Approve Notices of Completion
 - a. West Campus Bridge Project (301A)
 - b. Dance Relocation Project (850N)
 - c. PE Pool Renovation Project (308F)
 6. Swinerton Management & Consulting Extend Pre-Negotiated Contract (\$2,777,250)
- N. 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 2310 Regular Meetings of the Board
 2. BP 2330 Quorum and Voting
 3. BP 2360 Minutes
 4. BP 2432 Superintendent/President Succession
 5. BP 2610 Presentation of Initial Collective Bargaining Proposals
 6. BP 2716 Political Activity
 7. BP 2725 Board Member Compensation

8. BP 2735 Board Member Travel
9. BP 2740 Board Education
10. BP 2745 Board Self-Evaluation
11. BP 2800 Naming of Facilities
12. BP 6300 Fiscal Management
13. BP 6540 Insurance

10. Other Action Items (10 minutes)

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

1. Utilities IVC Project (#407C)

Authorize Award of Construction Contract

B. Approve Superintendent/President Recruitment Process and Timeline

C. The Board of Trustees is requested to review and approve an agreement for legal services to be entered into between the Marin Community College District and the law firm of Kronick, Moskovitz, Tiedemann & Girard.

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*)

- A. BP 2100 Board Elections
- B. BP 2305 Annual Organizational Meeting
- C. BP 2715 Code of Ethics
- D. BP 3050 Institutional Code of Ethics
- E. BP 4106 Nursing Programs
- F. BP 4107 Health Science Programs
- G. BP 5030 Fees
- H. BP 5400 Associated Students Organization
- I. BP 5410 Associated Students Organization Elections
- J. BP 5420 Associated Students Organization Finance
- K. BP 6200 Budget Preparation
- L. BP 1200 College of Marin Mission Statement

12. **Board Reports and/or Requests (15 minutes)**
 - a. **Commendation Resolutions and Other Resolutions**
 1. **Resolution in Support of Women’s History Month**
 - b. **Legislative Report**
 - c. **Committee Chair Reports**
 - d. **Individual Reports and/or Requests**

13. **Approval of Minutes (2 minutes)**
 - **Minutes of February 11 Special Board Meeting**
 - **Minutes of February 16, 2010 Board Meeting**
 - **Minutes of February 23, 2010 Board Meeting**

14. **Possible Future Agenda Items for Discussion**
 - A. **Fundraising –BP4.1 (*Implement a Strategic Plan for College Development*)**
 - B. **Planning and Resource Allocation (April)**
 - C. **Irrevocable Trust for the Unfunded Liability (April)**
 - D. **Kentfield Lacrosse/Soccer Proposal**

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. **Proposal to Enter into a Joint Use Agreement for LaCrosse/Soccer at Kentfield – BP1 (*Fiscal Accountability*)**
 - D. **College of Marin Mission Statement Annual Review (April)**
 - E. **CCCT Board Election (April)**
 - F. **Citizens’ Oversight Committee Appointments (April)**
 - G. **MOU with City and County of San Francisco for Electric Vehicle Program**

16. **Information Items (5 minutes)**
 - A. **Contracts and Agreement for Services Report – February, 2010 – BP1 (*Fiscal Accountability*)**
 - B. **Modernization Update – BP3.1 (*Keep modernization program on track*)**
 1. **Director’s Report**

2. **Revised Schedule**
3. **Contract Milestones Report through February 2010**
4. **Quarterly Progress Report - October 1, 2009 through December 31, 2009**

C. Revised Administrative Procedures

1. **AP 3050 Institutional Code of Ethics**
2. **AP 4101 Independent Study**
3. **AP 4106 Nursing Programs**
4. **AP 4231 Grade Changes**
5. **AP 5400 Associated Students Organization**
6. **AP 5410 Associated Students Organization Elections**
7. **AP 5420 Associated Students Organization Finance**
8. **AP 6200 Budget Preparation**

D. Calendar of Special Events

Community Workshop – March 30, 2010, 7:00 p.m., Deedy Staff Lounge, Kentfield

Community Workshop – April 1, 2010, 7:00 p.m., Deedy Staff Lounge, Kentfield

Grand Opening Ceremony for Trans Tech Complex – May 13, 2010, 5:00 p.m., IVC

Retiree Reception – May 19, 2010, 4 to 6 p.m., Marin Art & Garden Center

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

17. Correspondence

Correspondence in Board Packets

18. Board Meeting Evaluation

19. Adjournment