

COLLEGE OF  
**MARIN**

**Board of Trustees Regular Meeting Agenda  
December 14, 2004  
Kentfield Campus, Deedy Hall**

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*The Board shall act on posted items and shall not deliberate items that are not on the posted agenda. Persons desiring to address the Board may fill out a card and give it to the Recording Secretary.*

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 Chris Schultz at 485-9601. Notification at least 24 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 "C9" on the agenda. Public comment presentations will be limited to no more than 3 minutes each.*

**A. Closed session – will begin at 4:45 p.m. on the Kentfield campus, AC108 Conference Room.**

**1. Closed Session**

**(a) PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

**B. Board Organizational Meeting – 6:30 p.m., Room 111, Deedy Student Services**

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

- Comments by and regarding outgoing Board members.

**2. Readoption of Bylaws and Policies**

- It is recommended that the Board of Trustees, in accordance with Board Bylaws Section 1.5010, Organizational Meeting, adopt Bylaws, Policies and Procedures for its own operation and the operation of the District (thereby rescinding all Bylaws, Policies and Procedures not readopted).

**3. Election of Officers**

It is recommended that the Board of Trustees elect a President, Vice President and Clerk of the Board for the year 2004, in accordance with Board Bylaws Section 1.3020, Manner of Election and Term of Office.

- a. President of the Board
- b. Vice President of the Board
- c. Clerk of the Board

**4. Meeting Schedule 2005**

It is recommended that the Board of Trustees adopt a schedule for 2005 meetings as shown, in accordance with Board Bylaws Section 1.5020. Regular Meetings.

(All Regular Meetings begin at 6:30 p.m. unless otherwise noted.)

January 11	Room 111, Deedy Student Services, Kentfield
February 8	Library, Indian Valley Campus
March 8	Room 111, Deedy Student Services, Kentfield
April 12	Room 111, Deedy Student Services, Kentfield
May 10	Library, Indian Valley Campus
June 14	Room 111, Deedy Student Services, Kentfield
June 28	Library, Indian Valley Campus, Tentative Budget Adoption
July 12	Room 111, Deedy Student Services, Kentfield
August 30	Library, Indian Valley Campus, Final Budget Adoption
September 20	Room 111, Deedy Student Services, Kentfield
October 11	Library, Indian Valley Campus
November 8	Room 111, Deedy Student Services, Kentfield
December 13	Room 111, Deedy Student Services, Kentfield

**5. Appointment of Trustee Representatives**

It is recommended that the following representatives be appointed by the Board President:

- Marin County School Boards Association and Trustee Representative to Elect Members of the County Committee on School District Organization

- Legislative Representative to California Community Colleges Trustees/California School Board Association (CCCT/CSBA) and liaison with the Community College League of California (CCLC)
- The Education Task Force
- Board Subcommittees:
  - College of Marin Foundation
  - President Evaluation
  - Board of Trustees Evaluation
  - Alumni Association Liaison
  - Kentfield Advisory Committee
  - Corte Madera Creek Liaison

## 6. Adjournment

### REGULAR MEETING AGENDA

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#### C. Reconvene to Regular Meeting

1. **Call to Order**
2. **Approval of Minutes**
  - Minutes of November 9, 2004
  - Report of Closed Session for December 14, 2004
3. **Board Reports and/or Requests**
  - a. **Board Study Session**
  - b. **Commendation/Resolutions**
  - c. **Legislative Report**
  - d. **Individual Reports and/or Requests**
4. **Chief Executive Officer's Report**
5. **Academic Senate Report**
6. **Classified Senate Report**
7. **Student Senate and Student Association Report**
8. **COM Foundation Report**
9. **Citizens Requests to Address the Board on Non-Agenda Items**
10. **Items for Future Board Action**
  - a. **Governance Review System**
  - b. **2005-06 Academic Calendar**
  - c. **Marin School of Arts and Technology Authorization to Renegotiate Lease**

- d. **Agreement for Services**  
**Labor Relations Consultant – Paul J. Loughlin**
- e. **Approval of the Process for Annual Review of the Mission Statement**
- f. **Approval of Administrative Reorganization**
- g. **Administrative Performance Evaluation – Procedures and Forms**

**11. Consent Calendar Items (Roll Call Vote)**

*The Superintendent/President recommends that the Board of Trustees approve the following Consent Calendar Items:*

- A. Academic Personnel Recommendations.**
  - 1. Appointment of Academic Personnel
    - A.1. Appointment of Non-Credit Academic Personnel, Fall 2004, Session I and II
  - 2. Phased-In-Early Retirement
- B. Classified Personnel Recommendations.** Approve the Classified Personnel Recommendations:
  - 1. Appointment of Classified Personnel
    - A.1. Appointment of Hourly Personnel Professional Expert
  - 2. Resignation/Retirement of Classified Personnel
  - 3. Classified Request for Leave of Absence-Uncompensated Leave
  - 4. Temporary Increase/Decrease in Assignment for Classified Personnel
  - 5. Change of Status
  - 6. Establishment of New Classification (Prop 39)
- C. Classified Management Personnel Recommendation**
  - 1. Appointment of Classified Management Personnel
  - 2. Resignation of Classified Management Personnel
- D. Educational Management Personnel Recommendations**
  - 1. Appointment and/or Change of Educational Management Personnel
- E. Budget Transfers**
- F. Warrants**
- G. Declaration of Surplus Property – Miscellaneous Equipment**
- H. Short Term Hourly Positions**
- I. Actuarial Study – Other Post Employment Benefits**
- J. Award of Contract – Gardener Shop Roof Repair, Kentfield Campus**
- K. Award of Contracts – Floor Replacement & Asbestos Removal, PE 60, Kentfield Campus**

- L. District Mileage Rate**
  - M. Request for Temporary Transfer of Funds from County of Marin**
  - N. 2004-2005 Letter of Agreement, San Francisco Community College District Agreement – California Early Childhood Mentor Program**
  - O. New Community Education and Services Courses – Spring 2005**
  - P. Approval of Chancellor’s Office Grant – Industry Driven Regional Collaborative – Multimedia**
  - Q. Memorandum of Understanding Between College of Marin and Marin Child Care Council, Spring 2005**
  - R. Sabbatical Leave – Spring 2006 and Spring 2007  
Victor Minasian**
- 12. Other Action Items**  
*The Superintendent/President recommends the Board of Trustees approve the following Action Items:*
- A. Resolution Certifying to the Board of Supervisors of Marin County the November 2 General Obligation Bond Election**
  - B. Resolution Establishing Marin Community College District Citizens’ Oversight Committee and Adoption of Bylaws**
  - C. Adoption of the Procedure for Publication, Outreach and Selection of Citizens’ Oversight Committee (C.O.C.)**
  - D. Authorization to Establish Accounts – A Building Fund and a Bond Interest and Redemption Fund**
  - E. Professional Services Agreement – José Nuñez**
  - F. Authorization to Sign on Behalf of Governing Board**
  - G. Professional Expert Consultation for Organizational Development and Planning**
- 13. Information Items**
- A. Contracts and Agreement for Services Report**
  - B. First Quarter Financial Statements and CCFS-311Q**
- 14. Correspondence**  
Correspondence in Board Packets

## **15. Adjournment**

**A closed session is scheduled to be held on the Kentfield Campus, AC108 Conference Room, after the public session.**