A. Study Session

The Board of Trustees of the Marin Community College District met for a Study Session in Room 111, Deedy Student Services Building, at the Kentfield Campus, all members having received notice as prescribed by law. Board President Long called the meeting to order at 3:10 p.m. All Trustees were present except Trustee Hayashino, who arrived at 3:12 p.m.

1. Design-Bid-Build vs. Design-Build – José Nuñez

José Nuñez, our Modernization Consultant, and Dave Kim and Jeff Gee of Swinerton Management & Consulting, made a presentation on three project delivery methods: Design/Bid/Build, Design-Build, and Multiple-Prime. Major points in their presentation included the following:

The three phases of design and construction are project/scope definition, design, and construction. Criteria to be considered in the selection of project delivery methods include: owner’s culture, project/scope complexity, budget/cash flow, time available, special user needs, and risk distribution need.

Since we operate in a public environment, we have to accept the lowest bid offered. It is important to verify low bids to see what may have been left out.

Design-Bid-Build is a traditional method in which the owner hires an architect, a construction manager (CM) to oversee the design of the architect, and a general contractor who solicits bids and oversees the contractors. The bidding process is competitive and the CM’s responsibility is to protect the owner. Drawbacks to this method include frequent change orders.

In the Multiple-Prime method, the “middle man” (general contractor) is eliminated. The CM manages the subcontractors and has a fiduciary responsibility to the owner. This method is not suitable for complex or custom projects.

Community colleges have recently been allowed to use Design-Build as a result of AB 1000 which was enacted in September 2002. The expiration date to seek approval from the State Chancellor’s Office for Design-Build is January or February 2008. Advantages of this method are: simplified contracting, reduction of adversarial
relationships, cost containment, speed of delivery, shifting of risk to the design builder, and early involvement of the builder. Disadvantages include a significant up-front investment of time, potentially less control over design, and intensity of effort required for implementation. In Design-Build, another architect (a bridging architect) is involved to work with faculty, staff, and students to outline specifications.

Plans are being made for some repair work to be done on the campuses this summer. Signs thanking the community for supporting our bond measure will be posted.

Board members noted that when the time comes to make decisions about PLA’s and delivery methods, they will need to see budget analysis. The Board asked to see monthly Measure C budget and expenditure reports.

Board President Long expressed appreciation to Messrs. Nuñez, Kirn, and Gee for their informative presentation.

The Board recessed to closed session at 4:10 p.m.

B. Closed Session

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

The Board of Trustees of the Marin Community College District reconvened at 4:30 p.m. in closed session in AC108 on the Kentfield campus. Board Clerk Hayashino called the roll and all Trustees were present except Trustee Dolan, who arrived at 4:35 p.m. Dr. Frances White, Al Harrison, Elise Schneider, Linda Beam, Armand Phillips, Paul Loughlin, and Larry Frierson were also in attendance. M/s Brockbank/Hayashino to adopt the agenda. The motion passed unanimously. 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 6:20 p.m.

C. Reconvene to Regular Meeting

1. Reconvene in Open Session

The meeting was reconvened in public session in Room 111, Deedy Student Services Building, at the Kentfield campus at 6:45 p.m. by Board President Long. She announced that the meeting was being recorded to facilitate the preparation of minutes.

2. Approval of Minutes and Report of Closed Session

M/s Treanor/Hayashino to approve the minutes of the March 1 Board Study Session. The motion passed unanimously.
M/s Brockbank/Treanor to approve the minutes of the March 8 Board meeting. The motion passed unanimously.

M/s Brockbank/Treanor to approve the minutes of the March 14 Special Board meeting. The motion passed unanimously.

Board Clerk Hayashino reported that the Board had just concluded a closed session, and that no action was taken.

3. **Board Reports and/or Requests**
   a. **Board Study Session – PM/CM Update and A&E Update**
      José Nuñez updated the Board on the Architects and Engineers (“A & E”) Consultant selection process. One hundred thirty-eight proposals have been received and tentative dates for consultant interviews have been scheduled. There may be a Special Board Meeting on June 14 to conduct final A & E interviews.

   b. **Commendation Resolutions**
      (1) Resolution 4/12/05 C.3.b (1) in Recognition of the *Echo Times* Student Newspaper.
      M/s Treanor/Kranenburg to accept the Resolution in Recognition of the *Echo Times* Student Newspaper. The motion passed unanimously. Michael Dougan, the newspaper advisor, introduced the student staff and commended them for their talent, curiosity, and excellent work ethic. He also congratulated them for numerous statewide awards won at a recent journalism conference. Mr. Dougan thanked the Board for this recognition of the *Echo Times* staff, and the Board and audience responded with a standing ovation.

   c. **Legislative Report**
      Trustee Brockbank reported that he had recently attended the Capitol Bus Seminar in Sacramento sponsored by Joe Nation. He encouraged other Trustees to attend this event next year as the event is very interesting and informative and is paid for by Mr. Nation.

      Trustee Brockbank mentioned three issues that he would like the Board to consider supporting: a resolution in support of Proposition 98, a resolution in support of proposed measures SCA 4 and SCA 7 which would lower the threshold for passing parcel taxes to 55%, and a resolution in support of the universal single-payer health care bill (SB 840). Board President Long asked Trustees to give Trustee Brockbank feedback on these items before the next meeting.

   d. **Committee Chair Reports**
      Trustee Treanor reported that the President’s Evaluation Committee had been talking about meeting dates.

      Trustee Moore reported that the Board Self-Evaluation Committee’s survey was ready to go out and that the results should be ready by August or September.
e. Individual Reports and/or Requests
Trustee Dolan reported on the recent Workforce Investment Board Marin Jobs Summit held at the Embassy Suites in San Rafael. President White, who was one of the panelists, spoke on opportunities the college is providing for workers and businesses to keep pace with changing technology.

Trustee Hayashino expressed her appreciation to the organizers of COM’s Latino Awareness Day. She recently attended a conference of the Organization of Hispanic Colleges and Universities in Washington, D.C.

Trustee Kranenburg reported that he attended the recent Bay 10 annual dinner where the Governor’s budget was discussed. He also participated in the Technical Assistance session facilitated by David Viar and Kate Clark earlier in the day.

Trustee Treanor announced that a presentation on the single-payer bill would take place in Olney Hall the evening of April 29. The Marin Education Fund is asking Trustees to attend a leadership event at Giorgio’s at 5:30 p.m. on May 12.

Student Trustee Lopez also commented on Latino Awareness Day, noting that Dolores Huerta was a very inspirational guest speaker. He appreciated the opportunity to serve on a panel where he could tell high school students what a great place COM is to attend.

f. CEO Report to Board on WASC Compliance
President White reported that 3 members of the original Accreditation Team visited the campus on March 24. They will be making a report to the Accreditation Commission, which will meet in June. The Governance Review Council will meet on April 14 to work on the Governance Policy, which will be brought to Board in May along with the Mission Statement Annual Review Process.

Board President Long thanked Dr. White, the Academic Senate, the Classified Senate, and the Student Senate for putting on the Technical Assistance Session held earlier in the day.

4. Chief Executive Officer’s Report
President White announced Roz Hartman’s recent selection as president of the California Organization of Nursing Program Directors’ Northern California chapter for the 2005-07 term and Kathleen Kirkpatrick’s re-election to the executive board of the Community College Council for Staff & Organizational Development (4C/SD). She also mentioned our new $127,000 grant for nurse training and statewide awards won by the Echo Times staff. Two COM faculty, Chester Arnold and Radica Portello, will be honored as outstanding teachers in Marin County on May 18 at the Golden Bell Education Evening.

5. Modernization (Capital Improvement Program) Update
See Item 3.a. above.
6. **Academic Senate Update**

No report.

7. **Classified Senate Update**

Nancy Kutcher, President of the Classified Senate, thanked Dr. White and Academic Senate President Rollison for inviting David Viar and Kate Clark to campus to address concerns about governance. She reported that all questions raised at the last Board meeting and March 1 Study Session have been answered. The Classified Senate hopes we can now move forward with a governance plan that we can reach consensus on and enthusiastically support. A copy of her statement is attached to the minutes as part of the official record.

Ms. Kutcher invited everyone to a barbecue fundraiser scheduled during lunch hour on April 13.

8. **Student Senate and Student Association Report**

Student Trustee Lopez also thanked Dr. White and David Rollison for the Technical Assistance Session and stated that he looks forward to working with the GRC to finish the governance plan for the good of the institution.

He announced that Student Senate elections are taking place and that there would soon be a new Student Trustee. Earth Day activities will take place on campus from 10:00 a.m. to 5:00 p.m. on April 24.

ASCOM President Faith Caughlan announced that a Club Fest would be held on April 13. She stated that she learned a lot from David Viar and Kate Clark and was happy that they came. She expressed appreciation to Christie Sullivan for her accomplishments as editor of the Echo Times and to Mario Lopez for his work as Student Trustee.

Erica Harkins reported that the Emeritus College is requesting a reduction in parking fees for its students and is working with the Foundation to develop scholarships.

9. **COM Foundation Report**

No report.

10. **Citizens Requests to Address the Board on Non-Agenda Items**

Dave Bernardi, General Manager of the Marin Builders Association, read a statement expressing concern that many employees represented by the Association would be excluded from working on COM’s renovation projects if the District enters into Project Labor Agreements (PLA’s). A copy of his statement is attached as part of the official record.

Paul Cohen, Director of Government Relations for the Northern California Carpenters, spoke in favor of PLA’s as good public policy. He noted that carpenters’ unions have a history of partnering with schools districts, provide apprenticeship opportunities, and would be willing to have small businesses work on portions of projects.
Steve Brown, Jim Firth, Karen Pratt, Darryl Kesecker, Dee Fraites, Tana Berkemeyer, Jon Gudmundsson, and Chris Edmondson addressed the Board and expressed disappointment with the District’s offer of a 0% cost of living increase for employees. Concern was expressed about the perceived unfairness of this offer and the negative effect it is having on employee morale. Copies of the written statements of Steve Brown, Jim Firth, Karen Pratt, Darryl Kesecker, Dee Fraites, and Tana Berkemeyer are attached as part of the official record.

11. **Items for Future Board Action**
   a. **Modernization Architects/Engineers Contract (May ’05)**
      President White stated that this item would be brought to the Board in June ’05.
   b. **Tax and Revenue Anticipation Note Program for 2005 (May ’05)**
   c. **Tentative 2005-06 Budget Approval (June ’05)**
   d. **Raising the Fee for GED Test Administration (May ’05)**
   e. **Student Equity Plan (May ’05)**
      Board President Long asked the Trustees to send their comments on the Student Equity Plan to Dr. White.

12. **Consent Calendar Items**

M/s Brockbank/Hayashino to approve all items on the Consent Calendar. The motion passed unanimously with a roll call vote.

**A. Calendar of Forthcoming Events & Meetings**

**All Regular Board Meetings, 6:30 p.m.**
   May 10, 2005 – Library, Indian Valley Campus
   June 28, 2005 – Library, Indian Valley Campus
   August 30, 2005 – Library, Indian Valley Campus
   September 20, 2005 – Room 111, Deedy Student Services, Kentfield
   October 11, 2005 – Library, Indian Valley Campus
   November 8, 2005 – Room 111, Deedy Student Services, Kentfield
   December 13, 2005 – Room 111, Deedy Student Services, Kentfield

April 29 to May 1, 2005 – Annual CCLC Trustees Conference
   Stanford Court Renaissance, San Francisco

May 14, 2005, 2 to 4:00 p.m. – Annual Emeritus Spring Meeting and Celebration
   Student Services Center (Cafeteria)

May 26, 2005, 6:00 p.m. – Annual Pinning Ceremony for Registered Nursing Program – Fine Arts Theater

May 27, 2005, 7:00 p.m. – Commencement Gymnasium

**B. Academic Personnel Recommendations:** Approve the Academic Personnel Recommendations:
   1. Resignation /Retirement of Academic Personnel
   2. A.I. Temporary Credit Instructors’ Appointments – Spring 2005
A.II. Temporary Non-Credit Instructors’ Appointments – Winter/Spring 2005

C. **Classified Personnel Recommendations:** Approve the Classified Personnel Recommendations:
1. Appointment of Classified Personnel
2. Temporary Increase/Decrease in Assignment for Classified Personnel
3. Resignation/Separation of Classified Personnel

D. **Revision of Classified Employee Job Description**

E. **Educational Management Personnel Recommendations:** Approve the Educational Management Personnel Recommendations:
1. Appointment and/or Change of Educational Management Personnel

F. **Warrant Approval:** Approve the payment of goods and services.

G. **Short-Term Hourly Positions:** Approve the short-term hourly positions recommendations.

H. **Agreement with Community Colleges Services Group (CCS Group) For Space Inventory Services (Measure C)**

I. **Friends of Corte Madera Creek Watershed Authorization to Continue Work in Ecology Area**

J. **Authorization to Negotiate Lease Agreement with Marin School of Arts and Technology**

13. **Other Action Items**

A. **Proposed Extension of Agreement from School Services of California for Legislative Advocacy Services**
President White introduced Arnold Bray of School Services of California, Inc., who provides legislative advocacy services for all basic aid community college districts in the state. Trustee Kranenburg asked Mr. Bray to give periodic updates to the Board. He also suggested adding the wording “and issues of priority for the College of Marin” to Section 1b of the contract.
M/s Treanor/Kranenburg to approve the Proposed Extension of Agreement from School Services of California for Legislative Advocacy Services with the amended wording. The motion passed unanimously.

C. CCCT Board Election – 2005  
M/s Brockbank/Hayashino to approve the slate of candidates for the 2005 CCCT Board recommended by Trustees Brockbank and Hayashino. The motion passed unanimously.

14. Information Items
A. Contracts and Agreement for Services Report – March
B. Kentfield Summer Swim Program
   Trustees expressed their appreciation to Athletic Director Jim Brovelli and Kathleen Smith for putting together our summer swim Program, which is an excellent community service for us to offer to our local community.
C. Modernization Plan Update
   President White reported that our first bond issuance was downsized from $100 million to $75 million. Interim Vice President Harrison informed the Board that our bonds had been sold earlier in the day through Goldman Sachs & Company.
D. Student Learning Outcomes Assessment Plan
   Derek Wilson and Yolanda Bellisimo, who have been providing leadership in the development of Student Learning Outcomes at COM, presented an update on their progress. WASC now expects an ongoing assessment of how the college is fostering student learning at the institution level, program/discipline level, course level, and student services level. The college will have to provide WASC with proof that a plan has been implemented and is sustainable or institutionalized. Evidence of impact will also be required.

   So far we have developed a discipline-level goal of Critical Thinking (our students will think like professionals in the discipline). In addition, we have a parameter for a course-level goal of Content Outcome (our students will know discipline-specific information).

   We have developed a three-year plan ending with integration of SLO’s into the discipline review process. Summer and fall workshops for Phase I and Phase II faculty have been scheduled in addition to a fall flex workshop for writing a campus-wide SLO.

   Dr. White and Board members thanked Mr. Wilson and Ms. Bellisimo for their excellent presentation and the SLO Committee for their fine work.

E. Raising the Fee for GED Test Administration
F. Student Equity Plan

15. Correspondence
   Correspondence in Board Packets
16. Board Meeting Evaluation (9:15 to 9:25 p.m.)
Trustee Treanor expressed some concern over the addition of individual Board members’ comments to the minutes. Trustee Dolan noted that she would like an opportunity to ask questions on Consent Calendar items before voting.

17. Adjournment

M/s Brockbank/Hayashino to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 9:35 p.m.