

Regular Board Meeting (Tuesday, July 19, 2016)

Generated by Kathy Joyner on Monday, July 25, 2016

Members present

Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor. Stephanie O'Brien was absent.

Meeting called to order at 2:04 PM**A. Open Meeting, 2:00 p.m., AC 255, KTD**

Procedural: 1. Call to Order, Roll Call

Action: 2. Adopt Agendas for Study Session and Closed Session

Adopt study session and closed session meeting agendas as presented.

Motion by Stuart Tanenberg, second by Wanden Treanor.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Procedural: 3. Public Comment (3 minutes per speaker)

No public comment.

B. Study Session, AC 255, KTD

Discussion: 1. Board Self Evaluation

Trustee Conti noted that the results of the Board evaluation survey indicated that Trustees generally think the Board is doing much better and can continue to improve. She suggested reviewing each of the 5 key areas identified in the survey to come up with potential ideas for improvement and to prioritize next steps. Trustees provided their input and ideas related to institutional planning and trustee effectiveness. Due to a time constraint, Trustees were asked to think about the last 3 items and be prepared to discuss them at a future meeting. Other comments included revising the survey, holding a separate retreat to allow for richer discussion of these topics, defining Trustees' role with the community and the CEO, a need to understand the Board goals and priorities and focus on them and the need to understand data and how we are using it. Kathy will prepare the notes from today's discussion for future reference.

Discussion: 2. Grand Jury Report - IVC Visioning

Dr. Coon reported that he met with Dean Pratt to review the Grand Jury report for errors in fact and for response input. He provided an overview of the visioning action plan for IVC for the next several months (attached to agenda), which will be included in his response to the Grand Jury. Trustee commented that there is increased support and commitment from the community and a renewed focus on the IVC campus. Other comments included the importance of changing the historical perception of IVC, of including the City of Novato in the process, sharing our successes, considering traffic impacts, reviewing CTE data, and the importance of continuing to develop partnerships. It was noted that programmatic changes require detailed planning and coordination with faculty as well as the support of administration and the Board and that decisions regarding buildings must be driven by program. There was concern expressed that the Grand Jury timeline is not feasible because planning and discussion related to Measure B projects are complex and it will take time to complete.

Sara McKinnon commented on the importance of including faculty when making programmatic decisions especially in relation to students' ability to get the courses required to complete their degree. Dr. Coon commented that there has been great progress in our visioning process and that Michael Frank is managing the process. There will be opportunity for input by all into guiding this vision.

Discussion: 3. Measure B Next Steps

Ann Kennedy presented a report on the progress made to date by the College to begin implementation of Measure B since its passage in June. With a goal to conclude the first series of the Measure B bond sale in December 2016, Ms. Kennedy reviewed the monthly milestones the College will need to accomplish in order to meet that goal. The College has the benefit of having gone through this process with Measure C and can review what worked well and what could have been done better. Forums will be held in August to review perceptions of how the Measure C bond went, which will inform the program moving forward. The Board will have a study session and two Board retreats in August to review the lessons learned from Measure C, define expectations for Measure B, and to adopt a resolution to establish the Measure B Bond Oversight Committee. Once the Resolution is adopted the College will begin to solicit applications for committee members. The finalization of the Facilities Master Plan is critical and will drive the project list. A copy of the presentation is attached to the agenda.

Discussion: 4. Rotary Update

Postponed

Procedural: 5. Public Comment for Closed Session - None

Procedural: 6. Adjourn to Closed Session

C. Closed Session, 5:00 p.m., AC 229, KTD

Discussion: 1. Public Employee Discipline/Dismissal Release (Cal. Govt. Code sec. 54957)

Discussion: 2. Conference with Legal Counsel – Existing Litigation (54956.9 Paragraph (1) subdivision (d)) – Bacciocco Enterprises vs. Marin Community College District

Discussion: 3. Public Employee Performance Evaluation, Government Code Section 54957 - Title: Superintendent/President

D. Regular Meeting - 6:30 p.m., AC 255

Procedural: 1. Call to Order, Roll Call

Meeting was called to order at 6:40 p.m. Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor. Student Trustee Darlene Baten was also present. Stephanie O'Brien was absent.

Action: 2. Adopt Regular Meeting Agenda

Motion to adopt regular meeting agenda with noted changes to agenda items. Consent Items G.2. and G.5., classified and academic personnel recommendations have been updated to include names where TBD was listed. Exhibit A was added to the resolution for item H.3. Intent to lease real property. Dr. Coon recommended that Item H.1. Resolution to Rename Institute for EECE will be moved after F.3. following the child study center report. There was a request to move items G.3 Classified Management

Position Recommendation and G.4. Educational Management Personnel Recommendations off of the consent calendar for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Procedural: 3. Report from Closed Session

Trustee Long read resolutions on the action taken in closed session related to four complainant appeals of an administrative determination. Trustee Long read each resolution aloud for complainants #1, #2, #3 and #4 and the votes taken on each resolution. Copies of the resolutions read by Trustee Long are attached to the minutes.

Procedural: 4. Public Comment (3 minutes per speaker)

Jon Gudmundsson spoke of his concerns with the asbestos citation, noting that the citation should have been posted, as the appeal was, that the College was aware of asbestos and that the area was not regulated or contained. He was concerned that the college should have corrected this problem and admitted they were wrong.

Procedural: 5. Introduction and Oath of Office - Student Trustee Darlene Baten

Dr. Coon administered the oath of office to Darlene Baten. Darlene was elected this past semester and is majoring in Sociology.

E. Senate and Student Reports

Report: 1. Academic Senate Report

Sara McKinnon – requested that faculty be included in bond discussions.

Report: 2. Classified Senate Report

The report is attached to the agenda.

Report: 3. Student Association Report

Darlene will be attending the upcoming student trustee workshop in August in San Francisco. Ca student senate. Her report is attached to the agenda.

F. Chief Executive Officer Report

Discussion, Information: 1. Strategic Plan Update

Dr. Leimer updated the Board on activities that have taken place during the first year of the new strategic plan, reviewing highlights and research that has been completed. She noted that posters and brochures have been placed on campus to help remind staff and the community of our purpose. She noted that the College is starting to see outcomes as a result of activities that have been put in place. As the year continues, the College will continue to monitor these objectives, and review additional data as it becomes available to help develop strategies to track indicators for student success. Trustees noted that they need more training in order to follow objectives and how they should use the information that is collected. Dr. Leimer noted that many objectives are tracked on a regular basis, annually, and some are overlapping, so the data can be used for different purposes. All of the data is viewable on the College webpage. Vice President Eldridge noted that programs are being evaluated to determine if they are achieving what we want them to achieve, i.e. College Success Saturday. There was also discussion about specific characteristics that may contribute to whether a student is

successful or not, and that this information can be used to identify students at risk, modify programs, and apply interventions.

Trustees commented that this data is critical for decision making, asked if data would show differences from year-to year-based on plans put into place, and whether we share the data with the K-12 districts in Marin County. Staff clarified that the College is continually tracking the data and the impact of plans and tying it all together to support learning opportunities. Some data is provided to K-12 districts as part of our partnership programs.

Discussion, Information: 2. 2016 Scorecard Report (2009/10 Cohort)

Dr. Leimer noted that that scorecard data is part of the discussion regarding the strategic plan. The scorecard has 6 years of data and the College will determine how to connect that data with what is currently in place and identify how to use the scorecard data in our strategic planning, to set targets and develop metrics. Dr. Leimer noted that the scorecard only looks at about 400-500 students while the strategic plan looks at all credit students. She also noted the importance of identifying student issues early, so we are better able to intervene and keep them on track from the beginning. The scorecard data is after 6 years and doesn't help with early intervention. The performance indicators in the strategic plan reflect change, however the scorecard data is not tied to anything. Advantages to performance indicators are that we know what students have done and can identify and investigate significant patterns in our current student population. Research from the scorecard can be used to set performance indicators and reflects comparisons with other colleges.

Trustees asked questions about whether students taking less courses might be doing so because out other responsibilities, whether scheduling has an effect on student load, CTE completion levels and whether we track students who did not transfer or complete a certificate or degree. Staff responded that data is viewed in group characteristics and not based on one point and that it is important look at all of the data to determine if there is some influence or need for concern. The scorecard shows trends over time and the strategic plan allows us to check on our progress. Skill builder has been added to the scorecard to address the CTE completion issues. Students benefit from the program, but move on without completing because they get jobs and upgrade their wages. The scorecard tracks all students in the system as long as they are enrolled elsewhere. Dr. Leimer commented that we will start to see the results of what we are implementing in the strategic plan reflected in the scorecard in 5 years.

Discussion, Information: 3. Child Study Center Follow-up

Cari Torres, Lori Moraca and Peggy Dodge provided an update on the Child Development program to address some of the concerns raised at a previous Board meeting. A copy of the presentation is attached to the meeting agenda. The program has 3 components, Early Childhood Education, the Child Development Program and the Institute for Excellence in Early Care and Education. This program brings faculty, students and program together in the same facility, supporting a number of disciplines, such as ECE, Pediatric Nursing, Dental Assisting and Psychology. Drama and Library have also been added to the program this past year which has provided valuable interactions for the children. There has been an increase in interest in the program by employees and the community, with the diversity and facility also drawing the attention of other pre-schools. An internship program has been developed and offers hands on experience in the facility. The program still faces budget shortages with low reimbursement rates, making it challenging to provide a quality program. Staff are in need of professional development opportunities in required education and training in order to address the

increasing numbers of children with social and behavioral challenges, special needs and issues related to transitional kindergarten.

A revised fee structure is proposed that will raise fees incrementally for full-cost families that will reach market rate over a period of time. The schedule will also include expanded options for a tier system tied to family income and family size and provide discounts to working students and COM employees who don't qualify for subsidized care. Implementation of credit and debit card payment options will facilitate payment in a timely fashion.

There was discussion about referral options for special needs students, resources through schools and pediatricians, helping parents advocate for their children, threshold levels to qualify for special needs funding, sliding scale rates based on income and family size based on Marin County costs, the importance of meeting the child at whatever level they are, the importance of play, building relationships with families, mental health worker observations, Strong Start, parent participation and engagement and the effect of program requirement changes that might be detrimental to the program.

Item H.1. was moved to be heard after F. the Chief Executive Officer Report.

G. Consent Calendar Items - Consideration and Action (ROLL CALL VOTE)

Action (Consent): 1. Approve Consent Calendar Items - Consideration and Action (ROLL CALL VOTE)

Resolution: The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items G.3 and 4 for discussion later in the agenda.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 2. Classified Personnel Recommendation - REVISED

Resolution: The Superintendent/President recommends that the Board of Trustees approve the classified personnel recommendations.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 3. Classified Management Position Recommendation

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Health Sciences - Program Administrator job description, the revised Management, Supervisory and Confidential Salary Schedule and amend the classified staffing plan accordingly. **This item was acted on after consent items were approved.**

Discussion about the critical need of the position to meet nursing program administrative oversight in order to meet compliance for our nursing students program certification and program review concerns and allow faculty to focus on curriculum. Will hire an interim person until we can hire someone personally. No impact on nursing student graduates for 2017.

Motion by Wanden Treanor, second by Brady Bevis.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 4. Educational Management Personnel Recommendations

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Educational Management Personnel Recommendations. **This item was acted on after consent items were approved.**

Discussion about potential internship programs for physical and occupational therapists.

Motion by Wanden Treanor, second by Eva Long.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 5. Academic Personnel Recommendations - REVISED

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Academic Personnel Recommendations.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 6. Short-Term Hourly Positions

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Short-Term Hourly Positions.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 7. Approval of Tentative Agreement between the Marin Community College District (MCCD) and California Schools Employees Association, Chapter 196 (CSEA)

Resolution: The Superintendent/President recommends that the Board of Trustees approve the revised CSEA Salary Schedules based off Ratified District/CSEA Agreement dated May 31, 2016.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 8. Accept Initial Proposal for Full Contract Negotiations between the Marin Community College District (MCCD) and Service Employees International Union, Local 1021 (SEIU)
Resolution: The Superintendent/President recommends that the Board of Trustees approve SEIU's Proposal for Full Contract Negotiations.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 9. Student Record Destruction

Resolution: The Superintendent/President recommends that the Board of Trustees authorize the destruction of all Class 3 Disposable records generated in the 2012 - 2013 Academic Year.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 10. Contracts and Agreements for Services for the Month of June 2016

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Contracts and Agreements.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 11. Budget Transfers for Month of June 2016

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Budget Transfers.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 12. Warrant Approval for Month of June 2016

Resolution: The Superintendent/President recommends that the Board of Trustees approve the payments for goods and services.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action (Consent): 13. Credit Course, Degree and Certificate Curriculum Changes for fall 2016

Resolution: The Superintendent/President recommends the Board of Trustees approve the Credit Course, Degree and Certificate Curriculum Changes for fall 2016.

The Superintendent/President recommends the Board of Trustees approve the listed consent calendar items by roll call vote, with the removal of items 3 and 4 for discussion.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

H. Consideration and Possible Action

Action: 1. Resolution #2016-17 Rename Institute for Excellence in Early Care and Education to the Ethel Seiderman Institute for Excellence in Early Education (ROLL CALL VOTE) (This item was moved up in the agenda after Item F. Chief Executive Officer Report)

Trustee Conti read the Resolution.

Ethel Seiderman thanked the audience and told them to stay with it, don't wilt and from this day forward, make the program exemplary.

The Superintendent/President recommends the Board of Trustees adopt Resolution 2016-17 to rename the Institute for Excellence in Early Care and Education to the Ethel Seiderman Institute for Excellence in Early Education.

Motion by Wanden Treanor to waive Board member participation under the naming committee as required by Board policy and move to adopt the resolution and request that the Board Clerk read the resolution, second by Eva Long.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action: 2. Resolution #2016-18 Authorization to Establish Funds - A Building Fund and a Bond Interest and Redemption Fund

The Superintendent/President recommends that the Board of Trustees approve the attached Resolution, which will establish the Measure B Building Fund and the Measure B Bond Interest and Redemption Fund as required by the County of Marin.

Motion by Wanden Treanor to waive reading of Resolution, second by Eva Long. Motion carried. Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor.

Motion by Wanden Treanor, second by Brady Bevis.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action: 3. Resolution #2016-19 Intent to Lease Real Property

The Superintendent/President recommends the Board of Trustees adopt the attached Resolution #2016-19 declaring its intent to sell or lease property as described.

Discussion: Concerns raised by Trustee Treanor will be noted in the final agreement.

Motion by Wanden Treanor, second by Brady Bevis.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action: 4. Resolution #2016-20 for Annual Contract with California Department of Education for Child Development Services Continued Funding and Signature Authorization for 2016-17 (ROLL CALL VOTE)

The Superintendent/President recommends that the Board of Trustees approve the attached Resolution to enter the Agreement with California Department of Education for Child Development Services for continued funding and authorize David Wain Coon, Cari Torres, and Lori Moraca to sign related contract documents for Fiscal Year 2016/17.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Motion by Wanden Treanor to consolidate Items H. 5 - H. 13, second by Stuart Tanenberg.

Final Resolution: Motion carries;

Action: 5. Board Compensation Adjustment

Motion to approve 5 - 13.

Motion by Stuart Tanenberg, second by Wanden Treanor.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Action: 6. Child Development Program Fee Schedule for 2016-2017

Action: 7. Approve Rental Agreement with Marin County Office of Education - Renewal of 2016 to 2017

Action: 8. Approve First Amendment to Affiliation Agreement with Regents of University of California - 5 Year Renewal

Action: 9. Clinical Facilities Agreement with Southern Marin Dermatology

Action: 10. Clinical Facilities Agreement with Renata Lo DDS

Action: 11. Clinical Facilities Agreement with Gorton & Schmohl Orthodontics

Action: 12. Clinical Facilities Agreement with Robert Griffin DDS and Ehsan Karimian DDS, MSD

Action: 13. Energize College Program Grant

I. Board Policies Approval

Action: 1. BP 1100 Marin Community College District

The Superintendent/President recommends the Board of Trustees approve the revision to BP 1100 Marin Community College District.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

J. Consideration/Approval of Meeting Minutes

Action, Minutes: 1. June 21, 2016 Board Meeting Minutes

The Superintendent/President recommends the Board of Trustees approve the minutes from the June 21, 2016 Board Meeting.

Motion by Eva Long, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

K. Board Reports/Requests

Discussion, Information: 1. Individual Reports/Requests

WT – Married the judge after 32 years.

Information: 2. Committee Chair Reports

None

Discussion, Information: 3. Governance Calendar Review

L. Future Agenda Items

Discussion, Information: 1. Community Education Update

M. Board Meeting Evaluation

Discussion: 1. Meeting Evaluation

Too long. Thank Friends of IVC, Brady Bevis and Diana Conti putting together a very nice reception on Sunday to thank the community for supporting Measure B. A lot of ideas and enthusiasm. Retreat in September to see how we do the balancing between a long meetings. Timing was good even though it

was a long meeting. Went well and wouldn't have wanted to take less time for these items. Shorten up presentations. CEO report was very long.

N. Information Items

Information: 1. Correspondence

Information: 2. Director's Report

Information: 3. Milestone Report

Information: 4. Director's Report

O. Upcoming Board Meetings

Information: 1. Board Meeting Schedule 2016

P. Calendar of Special Events

Q. Adjourn Meeting

Action: 1. Motion to Adjourn Meeting

Motion to adjourn the meeting.

Motion by Wanden Treanor, second by Eva Long.

Final Resolution: Motion Carries

Aye: Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

Meeting adjourned.