

## **Organizational and Regular Board Meeting (Tuesday, December 8, 2015)**

Generated by Kathy Joyner on Monday, December 21, 2015

### **Members present**

Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

### **Meeting called to order at 2:02 PM**

## **A. Open Meeting, 2:00 p.m., Academic Center 229**

### **1. Call to Order, Roll Call**

The meeting was called to order at 2:02 p.m. in the Academic Center, Room 229 on the Kentfield Campus. Trustees Conti, Tanenberg, O'Brien, Treanor were present. Trustees Kranenburg and Long arrived at 2:10 p.m. Trustee Bevis was absent.

### **2. Adopt Agendas for Study Session, Closed Session, and Organizational Meeting**

Adopt study session, closed session and organizational meeting agendas as presented.

Motion by Stephanie O'Brien, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Eva Long, Phil Kranenburg

### **3. Public Comment (3 minutes per speaker)**

There was no public comment.

## **B. Study Session, Academic Center 229**

### **1. Annual Audit**

Tina Treis from Crowe Horwath LLP gave an overview of the District's annual audit for 2014/15, reviewing the impact to the District's financial statements as a result of new accounting procedures related to pension reporting requirements for GASB 68 and GASB 71. As of April, 2015, the OPEB Trust Fund was funded at approximately 75.8 percent and a new actuarial study will be completed in 2016/17 to determine the liability as of June 30, 2017. There were no corrected misstatements and two uncorrected misstatements that were determined to be immaterial by management; reduction in the District's net pension liability due to an incorrect calculation percentage used by the CalPERS actuary and an accrual for exposure for student financial aid costs as a result of a Department of Education exam. A summary of the auditor results is shown on page 75 of the audit report. The audit and auditor letter are posted with the agenda. There was discussion about where the advancement funds and the COM Foundation funds were accounted for. The Advancement funds are addressed in our balance sheet and the COM Foundation Funds are not. The COM Foundation funds will be shown as a separate item in our financial statements, once the funds have been moved to the District, at which time there will be a catch up audit of the COM Foundation Funds. Trustees were pleased with the results of the audit and thanked staff and the auditors for their work.

### **2. Bond Feasibility Study Results and Next Steps**

Brian Godbe, Godbe Research, Charles Heath, TBWB and Paul Cohen, provided a presentation on the Bond feasibility study and recommendations to the Board on proposed next steps. The survey results were very favorable with 75% responding that the College is providing quality education with 18% not sure, 47% that the College was effectively managing public funds with 39% not sure, and 56% that the college is effectively managing the renovation on the Kentfield Campus, with 33% not sure. The question of whether the College was effectively managing the renovation of the IVC campus received a 67% response of not sure with a 25% favorable response. Mr. Godbe stated the importance of getting the word out to voters about what has been accomplished so that the "not sure" voters will support a measure. In response to the question about likely support of the measure in June or November, survey responses favored November slightly over June, but it was not a difference that was statistically relevant. It was noted that June has a lower voter turnout which is good for the 55% pass rate, there is less competition from statewide initiatives, and that there were no known competing local initiatives. Voters showed support of a higher tax threshold at \$24. Mr. Godbe stressed the importance of developing strong responses to address items identified for potential opposition that can be provided to the public when questions are raised. Given the survey findings and the 55 percent majority required for approval, TBWB and Godbe Research recommend the College begin the process to prepare for a June 2016 bond measure election. The remaining discussion was around timelines for a June ballot, the importance of 100% Board support, quick consensus on projects and the development of a strong bond measure between now and the March 11 deadline. It will be very important to communicate to the public what the College accomplished with the 2004 bond, what the needs are now and where we are going in the future. Meetings should be scheduled in January, with handouts, FAQs and mailings prepared in order to inform the public and to solicit feedback. It will be very important to focus on key points and have clarity about project plans for the IVC campus and what the focus will be for that campus.

Trustees were concerned with keeping separation between what the college can do legally prior to the campaign and what the college cannot do and wanted assurance that there would be a clear distinction between the two. Vice President Nelson assured Trustees that there will be a defined scope of services and wrap up of services on the contract leading up to the campaign and a clear break off point. The campaign will be handled entirely by a campaign committee and not the College. It was clarified that the President must be at the forefront of communications and that Trustees can advocate, educate and inform the public about the bond.

Trustees commented on the need for final reports, clear data, appropriate time for discussion, the short timeline to educate the public, and that the Board must have one voice. Dr. Coon commented that he was looking for consensus to move forward to do the work between now and March 11 to begin the campaign discussions, build project consensus and a strong bond measure. Dr. Coon handed out a revised list of potential facilities projects, which was revised to take out the \$20,000,000 identified for Bolinas. Those funds were added into the construction costs for other projects, but the total amount remained the same. These projects will be discussed at the January Board retreat. He further noted that it is anticipated that the planning and building of the bond measure will be done by February 28 and mailings will go out prior to 3/1 so there will be a clean break between end of the College work and the start of a campaign. Dr. Coon noted that he will bring back a review of costs associated with work between now and March 11 to the Board in January. Trustees were encouraged by the numbers in the survey, proud of the results and of what we are doing.

## **C. Closed Session, Academic Center 229**

---

3. Liability Claim (54956.95) Claimaint Robert Colton against Marin Community College District

4. Dinner Break

## **D. Organizational Meeting - 6:00 p.m., Academic Center 255**

---

## 1. Call to Order, Roll Call

Meeting was called order at 6:06 p.m. in the Academic Center, Room 255 on the Kentfield Campus. Trustees O'Brien, Treanor, Kranenburg, Tanenberg, Long and Conti were present. Trustee Bevis was absent.

## 2. Seating of Trustees

Marin County Superintendent of School Mary Jane Burke administered the oath of office to Trustees Long, Tanenberg, Kranenburg and O'Brien.

## 3. Rotation of Officers

Officers rotated in accordance with the procedure established last year, with Trustee O'Brien as President, Trustee Conti as Vice President and Trustee Long as Clerk for 2016.

## 4. Meeting Schedule

Trustees reviewed the proposed meeting schedule for 2016 and discussed potential retreat dates. After discussion, the following dates and times were identified for the retreats: January 22, 1:30 p.m. - 4:00 p.m., April 8, 1:30 - 5:00 p.m., June 10, 1:30 - 5:00 p.m. and September 30 1:30 - 5:00. There was a reminder that Trustees should plan to start regular meeting study sessions at 1:30 p.m. and that the time may be modified to start later upon notification. It was noted that the March and December meetings are earlier in the month due to March 15 notices and the holiday.

## 5. Appointment of Trustee Representatives to Committees

A list of the 2016 Board of Trustee committees was distributed with assignments to standing committees and liaisons to various groups based upon input received by Board President O'Brien. Dr. Coon made a recommendation for Task Force committees, one to focus on economic and enterprise development and a second for a proposed bond measure in 2016. He will provide a brief statement of what work would be accomplished by each committee in January. The committees will end when their charge is completed. Trustee Conti requested to be on both committees, Trustee Treanor on the Bond committee and noted that Trustee Bevis would like to be on the economic & enterprise development committee. Dr. Coon has asked a staff person to be a regular participant at the Kentfield Advisory Committee, which will take the burden off the Trustees. Board President O'Brien asked that those on the committees prepare a committee charter for the Board to assure all are in alignment with the charges of the committees.

## 6. Board Comments and Acknowledgements

Dr. Coon presented Trustee Treanor with flowers from his staff and a plaque on behalf of the Board for her guidance and support during her year as President. Trustees thanked Trustee Treanor for her leadership and her ability to keep meetings moving while allowing everyone to speak, work through challenges and come to consensus. They acknowledged her ability to communicate, her energy and the historical knowledge she brings to the table, noting that we are on course for 2016 because of her leadership.

## 7. Adjourn

The Organizational meeting adjourned at 6:36 p.m.

## **E. Regular Meeting - 6:30 p.m., Academic Center 255**

### 1. Call to Order, Roll Call

The Regular meeting was called to order at 6:36 p.m. in the Academic Center, Room 255. Trustees O'Brien, Conti, Long, Kranenburg, Tanenberg, Treanor and Student Trustee Alatrisme were present. Trustee Bevis was absent.

## 2. Adopt Regular Meeting Agenda

Motion to approve the regular meeting agenda noting that the meeting will be adjourned in memory of student Ronique Williams and long-time employee Pamela Mize-Kurzman.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## . Report from Closed Session

The Board took unanimous action to authorize the filing of a complaint against Marcy Wong regarding the Performing Arts Building.

## 4. Public Comment (3 minutes per speaker)

Public comment for item on the agenda by Jon Gudmundsson will be heard at H.7.

## 5. Announcements

No Announcements

# F. Senate and Student Reports

---

## 1. Academic Senate Report

Sara McKinnon reported that faculty are busy giving final exams and everyone is looking forward with some trepidation to the next semester hoping that all of the assorted electrical shut downs go smoothly and that everything comes back on line and that the MyCOM Portal moves without too much disruption to the students. She also reported that this will be her last meeting to give reports at least for the next four months as she will be teaching 4 nights a week in the Spring and one of the other senators will present the reports in her place. It has been interesting to have come to all of these meetings since 2007 and has been the President of the Senate since 2006.

## 2. Classified Senate Report

Kim Foulger from the Drama and Dance departments presented the Classified Senate report. She reported that the most recent production of Dead Accounts, 7 out of 9 performances were sold out. Gossimer is opening on March 5. A copy of the Classified Senate report is attached to the agenda.

## 3. Student Association Report

Oldhina Alatrisme noted that the students had their last meeting of the semester last Monday and discussed the events that happened this past semester. All of the events were very successful and there is a suggestion box for students to give ideas about other activities they would like to see happen. They are hoping to have more student participation next semester. The ASCOM Board is going to have a retreat on the 16th and the 17th of December to talk about what will be on their agenda for the next semester.

# G. Chief Executive Officer Report

---

## 1. Student Equity Report

Derek Levy provided a preview of the Student Equity Plan which will come before the Board in January for approval. He reminded the Board of the differences between the Student Success and Support Program which focuses on individual student achievement and Student Equity which looks at disproportionate impact in identified groups in proportion to higher achieving groups. He noted that funding allocations have increased from approximately \$230 thousand in 2014/15 to \$448 thousand for 2015/16 with no required matching funds and that the funds must be used reduce or mitigate disproportionate impact for identified populations. He reviewed the five success indicators: access in enrollment proportional to the community served, course completion across all enrolled courses, progress from ESL and Basic Skills math and English into completion of college-level math and English, degree and certificate completion and transfer to a 4-year institution. He noted that we have significantly increased collaboration this past year by bringing on new organizations, working with UMOJA and Puente, with our Financial Aid and SAS offices, and in planning with our Basic Skills Steering Committee (BSI), the Faculty Led Inquiry Team (FLIT) and adult education. Student Success and Student Equity have been integrated into the new Strategic Plan and other college planning and Student Learning objectives are all being designed to support either equity student success or both framed learning outcomes. The UMOJA program started this year, Summer Bridge has grown and saves students semesters over the aggregate years of basic skills level college work, and the COMPASS program is having an impact and providing initial support for tutoring, student research and professional development. New initiatives include drafting new or revised curriculum, increased staffing and support for veterans, and concentrated practice for students to get their placement scores up. Assessments of developmental math and English to college level are finding disproportionate impact for both African American and Latino Hispanic students. Increasing students who are completing basic skills and moving on to college level courses will help our disproportional impact and as we reach those goals, we will set new goals to continue to reduce disproportional impact for all groups. Vice President Eldridge reported that specific outcomes will be reported each year based on the efforts put into place and we will see very specific outcomes in terms of students served. He also noted that most of the changes put in place are systemic changes that will have a lasting difference. A copy of the presentation is attached to the agenda. Trustees commented and asked questions about integrating tutoring and study sessions, how the UMOJA and Puente programs work, requested tracking reports for Board information, expressed concern with the effects of religion and student conduct on students, and funding questions.

## 2. Accreditation

Dr. Coon informed the Trustees that we are mobilized and have begun work on our institutional self-evaluation report for ACCJC. He provided Trustees with an outline of the process, a listing of standard committee members and co-chairs, and a guide to accreditation for governing Boards. The report is due to ACCJC in January 2017 and it is the College's goal to have it ready and complete before we leave for the holiday break next year. The follow-up visit will be in March 2017. He noted that the standard committees include people who have been through the process before and people who have not, so we are building a strong group for 7 years from now when we go through this process again. There will be a follow-up conversation with Trustees on the Board's role in the process after the first of the year. President O'Brien called to the Board's attention the updated Accreditation Standards adopted in June 2014 which are available on the website and suggested that Trustees read the updated standards and the guide. She noted that if it is determined that the Board requires additional training, that could be done at a retreat.

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

---

### 1. Approve Consent Calendar Items - ROLL CALL VOTE

Jon Gudmundsson commented on his concerns with Item H.7. Management, Supervisory, Confidential Salary Schedule Revised and Administrative Procedure 7340 Leaves on the agenda last month, noting that management and confidential employees are receiving 22 days of vacation on their first day of work as opposed to others that have to work 10 years to receive 22 days. He also commented that the Classified Senate had not reviewed the AP and that he would like to see the changes recommended by the Community College League of California. Mr. Gudmundsson also commented that the custodians were required to take vacation when they were told, and he did not feel this was fair when others were paid for

excess time.

Dr. Coon will respond to the Board on the matters raised.

Resolution: The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 2. Classified Personnel Recommendations

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

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 3. Classified Position Recommendation

Resolution: The Superintendent/President recommends that the Board of Trustees approve the following action; approve the revised CSEA Salary Schedule and amend the Classified Staffing Plan accordingly.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 4. Classified Supervisory Recommendation

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Classified Supervisory revised Job Description, and revised Management, Supervisory and Confidential Salary Schedule effective December 1, 2015.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 5. Classified Management Recommendations

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Classified Management Recommendations, revised Management, Supervisory and Confidential Salary Schedule, new job description for Program Administrator in Community Education, Lifelong Learning and International Education and amend the classified staffing plan accordingly.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 6. Educational Management Recommendations

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Educational Administrator Job Description, revised Management, Supervisory and Confidential Salary Schedule and amend classified staffing plan accordingly effective December 1, 2015. And the extension of the Interim Director of Kinesiology and Athletics.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 7. Management, Supervisory and Confidential Salary Schedule Revised

Resolution: The Superintendent/President recommends that the Board of Trustees approve the revised Management, Supervisory and Confidential Salary Schedule.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 8. Short-Term Hourly Positions

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

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 9. Classified Personnel Recommendation - District Holiday Friday December 18, 2015

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Classified Personnel Recommendation.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 10. New Community Services Courses

Resolution: The Superintendent/President recommends that the Board of Trustees approve the proposed new Community Services Courses.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 11. Declaration of Surplus Property – Miscellaneous Equipment

Resolution: The Superintendent/President recommends that the Board of Trustees declare the items described on the attached surplus and that no single item or item lot is valued at \$5,000 or more and further authorize the District to dispose of the equipment, pursuant to Education Code Section 81452(c), as the District feels is appropriate.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## 12. Measure C Contracts

Resolution: The Superintendent/President recommends that the Board approve or ratify the listed change orders and amendments.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor



## **I. Consideration and Possible Action**

---

### **1. Authorization to Establish Other Agency Fund #89 for Adult Ed Block Grant - Resolution #2015-33 - ROLL CALL VOTE**

The Superintendent/President recommends the Board of Trustees approve the Resolution 2015-33 to establish other Agency Fund #89 for the Adult Ed Block Grant.

Motion by Wanden Treanor, second by Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

### **2. Accept District Financial Audit and Measure C Bond Performance Audit for the year ended June 30, 2015**

The Superintendent/President recommends that the Board of Trustees acknowledge receipt of the independent auditor's reports on the financial statements of the Marin Community College District for 2014-15 and the review of the Measure C Bond Program for June 30, 2015.

Motion by Phil Kranenburg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

## **J. Board Policies Second Read and Approval**

---

### **1. BP 3530 Weapons on Campus**

The Superintendent/President recommends the Board of Trustees approve Board Policy 3530 Weapons on Campus as revised.

Motion by Wanden Treanor, second by Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

### **2. BP 7340 Leaves - PULLED FROM AGENDA.**

Pulled from agenda

## **K. Administrative Procedures - Information**

---

### **1. AP 4100 Graduation Requirements for Degrees and Certificates**

### **2. AP 4230 Grading and Academic Records Symbols**

## **L. Consideration/Approval of Meeting Minutes**

---

### 1. Minutes of November 17, 2015 Regular Board Meeting

The meeting minutes have not been completed. All consent and action items for the November 17, 2015 Board meeting passed with the exception of F.5 Classified Position Change and G.1. Resolution regarding Elimination of Classified Employee Services, which were pulled from the agenda. The full minutes will be presented for approval at the January Board meeting.

## **M. Board Reports/Requests**

---

### 1. Committee Chair Reports

There were no committee reports.

### 2. Governance Calendar Review

### 3. Individual Reports/Requests

Trustee Tanenberg reported on his attendance at the CCLC conference and the session breakouts which centered on CTE, workforce development and providing equity for all of our students. The equity paradox was about the fact that 70% of California community college students are Hispanic and only 40% of Hispanic high school students go to community college. They are unable to recruit enough bilingual instructors to create atmosphere and environment that is more welcoming for students who are Hispanic or bilingual. One comment that the with transition to knowledge-based economy, higher education is the linchpin of our nation's economic health and future prosperity resonated with him and means that as our Hispanic and multi-lingual population grows, we need to adjust to those populations and create environments on our campuses to bring those students in. Another session which was based on data driven decision making and a new program, Board 2.0 which is going to be launched in January 2016, related to the data CTE has relied on in the past and that it is always be 2 - 5 years old. With this new dashboard they will be using data that is a year old. They are offering fee courses for colleges to train staff in the use of this new tool.

Trustee O'Brien also attended CCLC along with Trustee Long and she will be formalizing her report. She shared that the joint legislative agendas for ACCT and AACC, noting the focus was on federal legislative priorities.

Trustee Treanor noted that all Trustees might be interested in the CTE Report on the Chancellor's Office list serve and the 25 recommendations made by the task force. She will forward the executive summary. Of note were the pictures of a College of Marin student in the Auto Tech Program and also a picture of Grace Hom, Dental Hygienist and instructor for many years at the College. Good information and recommendations and a good thing to review as a Board.

## **N. Future Agenda Items**

---

## **O. Board Meeting Evaluation**

---

### 1. Meeting Evaluation

Trustees commented that they liked the room and the room set-up, but thought the speaker was too far away. The chair is doing a great job moving meetings along. New year will be very busy and concur that the early study sessions are very valuable and give enough time to digest the information and discuss it.

Early meeting helps with efficiency of regular meeting. The best the Board has functioned in some time. Appreciation of leadership of Dr. Coon in finding a way to get all of the topics addressed. Support expressed for Trustee O'Brien in the upcoming year. Having the audit review in the study session was very helpful and eliminated the need to ask a lot of questions during the regular meeting. Thanked Dr. Coon and his team for getting to this point as far as the structure of the meetings, helping is to stay on task, and helping to drive the business of the college effectively and efficiently. Glad we are not taking up 2 days of time. More awake and engaged then when meetings go to 10:00 at night. Suggestions welcomed in keeping the chair on task.

## **P. Information Items**

---

1. Correspondence
2. Warrants, Budget Transfers, and Contracts and Agreement for Services for Month of November 2015
3. Quarter Financial Status Report and CCFS-311 Q for 2015/16
4. Measure C Milestones
5. Measure C Schedule

Trustee Treanor requested the Board receive a presentation on how we will wrap up given we are down to the last quarter million dollars of the bond, showing the accounting and associated costs at the end of the bond. Wants to make sure that we have the money to do the reports we have to do to wrap it up. She also commented that she assumed that there was still money for the retaining walls.

### 6. Measure C Director's Report

Trustee Treanor requested a

## **Q. Upcoming Board Meetings**

---

1. Reference Item D.4. - Meeting Schedule

## **R. Calendar of Special Events**

---

## **S. Adjourn Meeting**

---

1. Motion to Adjourn Meeting.

Meeting adjourned at 7:40 p.m.

Motion to adjourn the meeting in memory of Ronique Williams and Pamela Mize-Kurzman.

Motion by Eva Long, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

**Regular Board Meeting - REVISED (Tuesday, May 17, 2016)**

*Generated by Kathy Joyner on Thursday, June 9, 2016*

**Members present**

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

**Meeting called to order at 4:11 PM**

A. Open Meeting, 4:00 p.m., AC 229

**Procedural: 1. Call to Order, Roll Call**

The meeting was called to order at 4:11 p.m. in the Academic Center, Room 229 on the College of Marin Kentfield Campus. Trustees O'Brien, Long, Conti, Bevis, Tanenberg, Kranenburg and Treanor were present.

**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 Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg, Wanden Treanor

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

There was no public comment.

**B. Study Session, AC 229**

Discussion, Information: 1. Reserve Policy

Trustees were provided with a revision to Board Policy 6200 Budget Development which sets a reserve limit of no less than 8%. This policy will be presented to the Board tonight for a first reading. Vice President Nelson provided proposed language for an administrative procedure that defines steps the college will take to reach the 8% reserve level and proposes annual escalators to increase the reserve to 12% by 2020/21. The higher level reserve would increase the College's credit rating allowing greater savings on bonds. The procedure includes Board of Trustee review of the reserve level each year. There was discussion about creating an additional procedure to define where funds are being spent, how this may affect bargaining efforts, clarification that there is one reserve, including clarifying language to assure transparency related to fund transfers, researching other savings options, communicating the need for a higher reserve level due to Basic Aid status, and defining what the reserve is for and why it is needed. Vice President Nelson will revise the language based on today's discussion and bring the procedure back to the June Board retreat. A copy of the information is attached to the meeting agenda.

Procedural: 2. Adjourn to Closed Session

The meeting adjourned to closed session at 4:52. p.m.

**C. Closed Session**

Discussion: 1. Conference with Labor Negotiator(s) (Govt. Code Section 54957.6), Agency Representative: Heather Coffman, Employee Organizations: California School Employees Association, CSEA

Discussion: 2. Conference with Legal Counsel-Existing Litigation (Paragraph (1) of subdivision (d) of Section 54956.9) Puni Elston vs M CCD

Discussion: 3. Conference with Legal Counsel – Existing Litigation (54956.9 Paragraph (1) subdivision (d)) – Marin Community College District vs. Marcy Wong & Donn Logan Architects, et.al. – Case Number 1401135

Discussion: 4. Conference with Legal Counsel Anticipated Litigation - Significant Exposure to litigation pursuant to Section 54956.9(b): two cases

#### **D. Nursing Pinning Ceremony, 6:00 p.m., James Dunn Theater**

Information: 1. Nursing Pinning Ceremony

Trustees attended a portion of the Nursing Pinning Ceremony.

#### **E. Regular Meeting - 6:30 p.m., AC 255**

##### **Procedural: 1. Call to Order, Roll Call**

The meeting was called to order at 6:32 p.m. Trustees Treanor, Conti, Tanenberg, Kranenburg, Long and Trustee O'Brien were present. Trustee Bevis left the meeting after closed session.

##### **Action: 2. Adopt Regular Meeting Agenda**

Motion to adopt regular meeting agenda as revised to move Item H.2 M CCD District Non-Economic Reopeners for the Collective Bargaining Agreement of SEIU Local 1021 to J. 20. Item I.4. Classified Personnel Recommendations is revised to add names and hire dates of new employees (handout added to agenda). There is a revised position description to include salary range under Item I.5. Trustee Long requested that Consent calendar items I.2, 3 and 4 be moved to action to allow for comments.

Motion by Wanden Treanor, second by Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor. Trustee Bevis was not present.

##### **Procedural: 3. Report from Closed Session**

There was no action taken in closed session.

##### **Information, Procedural: 4. Public Comment (3 minutes per speaker)**

Markee Lees, CSEA Labor Relations representative, commented that there are still unresolved issues, including the 2014/15 bargaining contract, no progress with mediation, a transfer grievance and concern with an hourly hire in the Human Resources department. Has heard that two long-time employees will be resigning or retiring because they can't tolerate the climate in their departments and feel they are being harassed and treated poorly. They do not want to file unfair labor practices, but will if necessary to resolve these issues.

Kelli Gaffney, CSEA Chapter President, commented on the lack of progress in mediation and

negotiations. She noted there has been some progress related to bullying issues, but was concerned that things are not moving forward.

Jon Gudmundsson spoke about the CAL OSHA report which resulted in fines to COM for violations related to asbestos in the SAS area. He noted concerns that an employee was fired after communicating those concerns to CAL OSHA. He spoke of the importance of reporting to CAL OSHA and asked Dr. Coon to state in public what misinformation he was given.

Lisa Morse - reported on latest drama production of King Lear. (Attached to agenda)

#### **F. Senate and Student Reports**

Report: 1. Academic Senate Report

Sara McKinnon provided the Academic Senate report (attached to the agenda)

Report: 2. Classified Senate Report

There was no classified senate report.

Report: 3. Student Association Report

Student Trustee Alatraste reported that they held Carnival Day at IVC and provided Scantrons to students for finals. They had their last meeting on Monday and all positions have been filled including the new student trustee.

#### **G. Chief Executive Officer Report**

Discussion, Information: 1. Accreditation

Christina Leimer and Sarah Frye provided an update on the status of the Accreditation process and noted they have read the first drafts of the standards and are in the process of providing feedback to the standard committee members. Second drafts of the standards are due May 27. Work will continue over the summer to combine the documents into one voice and to create a first draft of the quality focus essay, which will include Distance Education and the work coming out of FLIT. These documents will be reviewed and finalized during the fall semester, at which time the campus community and the broader community will have the opportunity to provide feedback. The plan is to submit the report to ACCJC before the winter break if possible. The visit is scheduled for March 6 - 9, 2017. Dr. Coon will bring Standard IV to the Board before the Board retreat so they will have the opportunity to review it prior to the final phase.

Discussion, Information: 2. Equal Employment Opportunity (EEO) Plan

Kristina Combs provided an update on EEO activities since her last report, including the development of EEO plans, metrics to evaluate plans, and services and support now available through the State Chancellor's office. Upon approval of the Board of Trustees, the College can begin to implement the EEO advisory committee and establish a broader committee representatives of all disciplines and constituent groups on the campus, including union members. The EEO plan will help to address and alleviate some of the current employee relations issues and will allow the College to close out activities we have been engaged in to meet State EEO and federal requirements and guidelines. Ms. Combs will provide a checklist of what has been accomplished at a future Board meeting. She also noted that the State chancellor's office website now has a resource page that provides changes in regulations and training information and that the chancellor's office will provide resources for training.

Ms. Combs also reported that she was nominated to serve on the Bay 10 review committee for plans that have been submitted to the state chancellor's office this year and she will be trained along with another colleague to begin the review of the next set of plans.

Trustees commented on the diversity of our student population and the need to match faculty to that population, loss of middle class who are moving to more affordable areas and the need to review that trend, the demographic of the county, hiring more diverse staff, the cost of living in Marin county as a challenge to recruiting diverse staff. Ms. Combs responded that the College of Marin is not unique in this challenge and the chancellor's office has set aside \$5 million to be allocated community colleges to help with outreach to help attract candidates when we feel our applicant pools are not matching the students we serve.

Ms. Combs also commented the work done by Vice President Eldridge around student equity, which included internal discussions to identify how to reach out to students through Basic Skills programs or by providing information and education to faculty and staff as our demographics change. Much of this work will be charged to the EEO Advisory Committee. Trustees commented that funding for training is a great opportunity and that the Board would also benefit from diversity training.

### Discussion, Information: 3. Distance Education Update

Cari Torres-Benevides, Kathleen Smyth and Stacey Lince gave a presentation on Distance Education. The program has been evolving with the standards as guided by ACCJC and state requirements. The emphasis this past year has been on the quality of the program and ensuring that faculty are trained appropriately to make sure that students are using Moodle effectively and receiving the same level of support services and staff resources afforded to other students. There are currently 23 faculty teaching distance education courses and more than 80 courses offered. The presentation provided information on Distance Education student demographics, enrollment data, and retention and success rates. It was noted that retention is good, but improvement is needed on success rates. A student survey indicated students were satisfied or very satisfied with DE courses at the College of Marin. There are challenges associated with success in on-line courses. Students must be able to manage their time, put in the required effort and time commitment, and have the necessary technology and technology skill set in order to succeed. Faculty must also be willing to put in additional hours and be trained to understand the requirements of on-line class, including accessibility for all students and required engagement with students.

The CCC Online Education Initiative (OEI) has created materials for faculty and schools to review best practice and College of Marin is using that rubric to create a distance education strategic plan with the goal of providing continued faculty training, bringing all courses to the "accomplished" level, implementing readiness modules for students and tutoring. The program will be grown in a thoughtful way to assure they are quality courses and meet the standard.

Trustees agreed there has been great progress and direction and that we are providing an expected resource for our students. There was discussion about the potential relief related to facilities scheduling, mode of delivery options, potential to merge with other college courses, preparatory training and workshops, success rate expectations, potential growth. There was a request for more information about faculty perceptions of difference in time/effort commitment and demographic information.



Staff responded that this isn't just about tools, but about getting students to engage and interact with each other, just like they would in a classroom. Important to note that all DE courses must be accessible, with live captions, transcript available, audio. All has to be closed captioned, that they expect about a 75% success rate, not much growth due to lack of faculty interest and that the courses require a different skill set and time commitment, and that 137 student respondents to survey. There was a request for a copy of the presentation and the rubric. It was clarified that the rubric is related to standards and that course content is under the purview of the curriculum committee, peer review process and the on-going faculty evaluation process.

#### **H. Public Hearing MCCD Reopeners with SEIU Local 1021**

Public Hearing: 1. Public Hearing on MCCD Non-Economic Re-Openers with SEIU, Local 1021

Board President O'Brien opened the public hearing and asked for comments.

Jon Gudmundsson noted that the item references non-economic items which indicates there is no offering related to money or health benefits and that the language was not clear on what would be proposed. Doesn't think it is reopeners, thinks it is a successor agreement.

Board President O'Brien closed the public hearing.

#### **I. Consent Calendar Items - Consideration and Action (ROLL CALL VOTE)**

##### **Action (Consent): 1. Approve Consent Calendar Items - ROLL CALL VOTE**

Resolution: The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items by Roll Call Vote.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items with items 2, 3 & 4 moved to J as requested. Consideration and Possible action by Roll Call Vote.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

##### **Action (Consent): 2. Educational Management Position Recommendation**

**This item was moved from Consent to Section J (consideration and possible action)**

Trustee Long thanked Dr. Coon and VP Eldridge for having the foresight to create a position to manage and account for these funds.

Motion to approve Educational Management Position Recommendation by Wanden Treanor, seconded by Stuart Tanenberg. Ayes: Trustees Conti, O'Brien, Tanenberg, Kranenburg, Treanor, Long. Trustee Bevis not present.

Final Resolution: Motion carries.

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Educational Management Recommendations.

**Action (Consent): 3. Classified Management Personnel Recommendation**

This item was moved from Consent to J. Consideration and Possible Action.

Trustee Long commented on the change to minimum wage for hourly employees and how that might affect the college in the future.

Motion to approve the Classified Management Personnel recommendation by Stuart Tanenberg, seconded by Wanden Treanor. Ayes: Conti, Long, O'Brien, Tanenberg, Kranenburg, Treanor. Trustee Bevis not present.

Final Resolution: Motion carried.

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

**Action (Consent): 4. Classified Personnel Recommendation - Revised**

This item was moved from Consent to J. Consideration and Possible Action.

Kelli Gaffney asked if I.5. passed and it was confirmed that it did. She commented that the process has not been completed yet. It goes to the general membership tomorrow. As of right now members have not voted on the program coordinator or veteran's specialist positions. Held the first administrative assistant series job description review this week, and there was some turmoil over the program coordinator position budget language. Kelli will let Connie Lehua know tomorrow if it passes. Kelli asked why an hourly was being hired in the HR department rather than going out to hire right away.

VP Eldridge thanked Keli for her work on the program coordinator and veteran's specialist positions and clarified that we will not go out for hiring until CSEA approves the position.

Markey Lees deferred after Kelli spoke.

Motion to approve I.4. Classified Personnel Recommendations by Wanden Treanor and seconded by Diana Conti. Ayes: Conti, Long, O'Brien, Kranenburg, Tanenberg, Treanor. Trustee Bevis was not present.

Final Resolution: Motion carried.

Resolution: The Superintendent/President recommends that the Board of Trustees approve the Classified Personnel recommendations as revised.

**Action (Consent): 5. Classified Position Recommendations - Revised**

Resolution: The Superintendent/President recommends that the Board of Trustees approve the following new job descriptions.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items with items 2, 3 & 4 moved to J. Consideration and Possible action by Roll Call Vote.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor  
Not Present at Vote: Brady Bevis

**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 that the Board of Trustees approve the listed Consent Calendar items with items 2, 3 & 4 moved to J. Consideration and Possible action by Roll Call Vote.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor  
Not Present at Vote: Brady Bevis

**Action (Consent): 7. Acceptance of Non-Cash Gifts**

Resolution: The Superintendent/President recommends the Board of Trustees accept the noted non-cash gifts on behalf of students in the Automotive Technology program and ESCOM.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items with items 2, 3 & 4 moved to J. Consideration and Possible action by Roll Call Vote.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor  
Not Present at Vote: Brady Bevis

**Action (Consent): 8. Budget Transfers for Month of April 2016**

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

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items with items 2, 3 & 4 moved to J. Consideration and Possible action by Roll Call Vote.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor  
Not Present at Vote: Brady Bevis

**Action (Consent): 9. Warrant Approval for Month of April 2016**

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

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items with items 2, 3 & 4 moved to J. Consideration and Possible action by Roll Call Vote.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor  
Not Present at Vote: Brady Bevis

**Action (Consent): 10. Declaration of Surplus Property - Miscellaneous Equipment**

Resolution: The Superintendent/President recommends that the Board of Trustees declare the items described below surplus and that no single item or item lot is valued at \$5,000 or more and further authorize the District to dispose of the equipment, pursuant to Education Code Section 81452(c), as the District feels is appropriate.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items with items 2, 3 & 4 moved to J. Consideration and Possible action by Roll Call Vote.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor  
Not Present at Vote: Brady Bevis

**Action (Consent): 11. Measure C Contracts**

Resolution: The Superintendent/President recommends that the Board approve/ratify the Contracts, Changes and Amendments in the Consent Approval Measure C Contracts Matrix.

The Superintendent/President recommends that the Board of Trustees approve the listed Consent Calendar items with items 2, 3 & 4 moved to J. Consideration and Possible action by Roll Call Vote.

Motion by Stuart Tanenberg, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor  
Not Present at Vote: Brady Bevis

**J. Consideration and Possible Action**

**Action, Recognition: 1. Commendation Resolution #2016-10 Honoring Student Trustee Oldhina Alatraste (ROLL CALL VOTE)**

Trustee Long read the resolution honoring student trustee Oldhina Alatraste. Oldhina expressed her thanks and mentioned that the experience taught her a lot.

The Superintendent/President recommends that the Board of Trustees approve the Commendation Resolution #2016 - 10 in recognition of the services rendered by Student Trustee Oldhina Alatraste during the 2015/16 Academic Year.

Motion by Wanden Treanor, second by Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor  
Not Present at Vote: Brady Bevis

**Action: 2. Resolution 2016-11 Classified School Employees Week (ROLL CALL VOTE)**

Trustee Long read the resolution in honor of classified school employees' week.

The Superintendent/President recommends the Board of Trustees adopt Resolution Number 2016-11 in support of Classified School Employees Week.

Motion by Wanden Treanor, second by Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 3. Resolution 2016-12 Asian/Pacific Islander Month (ROLL CALL VOTE)**

Trustee Long read the read the resolution.

The Superintendent/President recommends the Board of Trustees adopt Resolution Number 2016-12 in support of Asian and Pacific Islander American Heritage Month.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 4. Out of Country Travel for Sandi Weldon**

The Superintendent/President recommends that the Board of Trustees approve an out-of-country travel request previously approved by the Professional Affairs Committee for Sandi Weldon to attend "The Mayflower Chorus Cultural Exchange Trip" in Havana, Cuba, 5/17/16 - 5/24/16.

Motion by Wanden Treanor, second by Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 5. Clinical Facilities Agreement with Garry Gast DDS**

The Superintendent/President recommends the Board of Trustees ratify the Clinical Facilities Agreement with Garry Gast DDS.

Motion by Diana Conti, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Brady Bevis, Diana Conti, Stuart Tanenberg,

Wanden Treanor

President O'Brien Motion to combine items J. 5 - J. 13.

Motion by Diana Conti, second by Eva Long.

Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Motion to approve items J.5 - J.13.**

Motion by Diana Conti, second by Wanden Treanor.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

Action: 6. Clinical Facilities Agreement with Kathleen Bales DDS

Action: 7. Clinical Facilities Agreement with Leah J Huffman DDS

Action: 8. Clinical Facilities Agreement with Helaine Kan DDS and Greg Miller DDS

Action: 9. Clinical Facilities Agreement with Brand Ahn DDS, Christina Gasper DDS and Jay Salzman DDS

Action: 10. Clinical Facilities Agreement with Bob Nadjibi DDS

Action: 11. Clinical Facilities Agreement with Michael Seda DDS

Action: 12. Clinical Facilities Agreement with Don Wilson DDS

Action: 13. Clinical Facilities Agreement with Sarah Wilsey DDS

**Action: 14. Contract for Dispatching Services with City of Fairfax Police Department**

The Superintendent/President recommends the Board of Trustees approve the contract for services for dispatch services for the District Police Department

Motion by Wanden Treanor, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 15. Student/Non-Student Hourly Pay Schedule**

The Superintendent/President recommends the Board of Trustees approved the Student/Non-Student Hourly Pay Schedule

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 16. Equal Employment Opportunity (EEO) Plan**

The Superintendent/President recommends that the Board of Trustees approve the Equal Employment Opportunity Plan.

Motion by Diana Conti, second by Wanden Treanor.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 17. Measure C Revised Bond Spending Plan**

The Superintendent/President recommends that the Board of Trustees authorize the District to proceed with the fund transfers of \$264,000.

Motion by Stuart Tanenberg, second by Wanden Treanor.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 18. Measure C KTD Parking Lot Resealing & Striping (305C) Budget Increase and Construction Contract Award**

The Superintendent/President recommends that the Board of Trustees authorize an increase in the construction award amount \$149,961 for the KTD Parking lot Resealing & Striping project and the contract be awarded to American Asphalt. This action assumes approval of the bond spending plan augmentation of \$21,000 presented this month.

Motion by Eva Long, second by Wanden Treanor.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 19. Measure C Fusselman Hall Boiler & Controls (304A) Authorization and Award of Construction Contract - Revised**

The Superintendent/President recommends that the authorized construction award amount be raised to \$562,180 for the Fusselman Hall boiler & controls project and the project be awarded to Peterson mechanical. Approval of the bond spending plan is required.

Motion by Phil Kranenburg, second by Wanden Treanor.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Action: 20. MCCD District Non-Economic Re-Openers for the Collective Bargaining Agreement of SEIU Local 1021**

The Superintendent/President recommends that the Board of Trustees approve these non-economic re-openers for the new contract period for SEIU Local 1021.

Motion by Stuart Tanenberg, second by Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**K. Board Policies First Read**

Discussion, Information: 1. BP 6200 Budget Preparation

This policy will be discussed by the Board at the June retreat.

**L. Board Policy Review - Approval**

Action: 1. BP 1100 Marin Community College District

The Superintendent/President recommends the Board of Trustees acknowledge review of Board Policy 1100 Marin Community College District.

Motion by Wanden Treanor, second by Stuart Tanenberg.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**M. Board Policies Second Read & Approval**

Action: 1. BP 6100 Delegation of Authority, Business and Fiscal Affairs

Motion to combine items M. 1 through M.6.

Motion by Diana Conti, second by Wanden Treanor.

Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

**Motion to approve combined items M.1 through M.6.**

Motion by Eva Long, second by Diana Conti.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

Action: 2. BP 7110 Delegation of Authority, Human Resources

Approved under Item M.1.

Action: 3. BP 7130 Compensation

Approved under Item M.1.

Action: 4. BP 7330 Communicable Disease

Approved under Item M.1.

Action: 5. BP 7335 Health Examinations

Approved under Item M.1.

Action: 6. BP 7700 Whistleblower Protection

Approved under Item M.1.

**N. Administrative Procedures - Information**

Information: 1. AP 4100 Graduation Requirements for Degrees and Certificates

Information: 2. AP 5050 Student Success and Support Program

Information: 3. AP 7150 Evaluation

**O. Consideration/Approval of Meeting Minutes**

Action, Minutes: 1. April 19, 2016 Board Meeting Minutes

The Superintendent/President recommends the Board of Trustees approved the minutes from the April 19, 2016 Board Meeting.

Motion by Diana Conti, second by Eva Long.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor



Not Present at Vote: Brady Bevis

### **P. Board Reports/Requests**

Information: 1. Committee Chair Reports

Trustees O'Brien and Tanenberg will meet as CEO evaluation committee.

Trustees Kranenburg, Conti and Long will meet as Board Self Evaluation committee.

Both meetings will be posted and reports given at the next Board meeting.

Discussion, Information: 2. Governance Calendar Review

Adjustments will be made to the proposed list.

Discussion, Information: 3. Individual Reports/Requests

Trustee Kranenburg reported that he attended the IVC 90<sup>th</sup> Anniversary celebration which was very well attended. He was pleased with the enthusiasm and positivity of people in attendance, noted the garden was beautiful and the members of the community were talking about the history of IVC. He commended staff and the Friends of IVC for organizing the event.

Trustee Tanenberg commented on the outstanding at the KTD open house. He also attended the San Rafael Chamber educator of the month where and Dr. Coon was honored, noting that Mary Jane Burke spoke highly of the work done by Dr. Coon to partner with K-14.

Trustee Long attended the transfer recognition reception and noted the diverse population of transfer students moving on to high-caliber universities. She also attended the IVC open house and heard positive comments from all those in attendance. She commented on the article written by Wanden Treanor about the Board / CEO relationship which was very well done. ACCT has an opening for the diversity committee and encouraged trustees to consider it.

Trustee Conti had the pleasure of attending both open houses and was very impressed by both events. She was proud to see so many families and students at each campus and such a diverse group of people. She has been meeting regularly with the Friends of IVC as has Trustee Bevis and the group has been working once a week for 9 months. They put in a great deal of attention into the IVC open house and are a well-motivated group and very excited about the future of IVC.

Trustees Treanor was proud to COM represented at the 10,000 Degrees Gala. She also attended the Holly Near concert put on by the rainbow women at Oakmont where a COM student graduate was the speaker. 10,000 Degrees was the beneficiary of the proceeds from the raffle at the concert and it was wonderful to see those two things merged. Also attended the KTD open house and commended the dedication to Al Molina and Gordon Chan which was very well attended.

Trustee O'Brien thanked all for their efforts at the two open houses. She also thanked Wanden and Faye who hosted a table at 10,000 Degrees and commented on how amazing it was to see the students so committed to their success.

Trustee Conti commended staff for the articles and press releases that have been going out.

Trustee O'Brien commented that the President of the CCLC sent out a summary on May 13 about the May revise which was very informative.

Trustee Tanenberg noted that as a representative of MCSBA he was a panelist that spoke to passing parcel and bonds. It was well attended by trustees of districts who are considering parcel taxes and facilities bonds. It was videoed and is on the MSCBA website.

#### **Q. Future Agenda Items**

Discussion, Information: 1. Tentative Budget 2016-17

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

#### **R. Board Meeting Evaluation**

Discussion: 1. Meeting Evaluation

Student Trustee Alatraste said the meeting ran well and that she has enjoyed attending the Board meetings and learned a lot. Trustees thanked Student Trustee Alatraste for her service this past year, for keeping them informed of student activities and wished her well. Comments included balancing discussion with time available, appreciation of the information in reports and time to respond and ask questions, consider starting earlier than 4, appreciation to staff for work that goes into the presentations, productive meeting, hopeful that staff issues will be resolved, enjoyed nurses pinning ceremony, concern with back towards audience, good meeting and well run.

#### **S. Information Items**

Information: 1. Correspondence

Information: 2. Financial Status Report and CCFS-311 Q for 2015/16 - Third Quarter

Information: 3. Contracts and Agreements for Services for the Month of April 2016

Information: 4. Measure C Milestones

Information: 5. Measure C Director's Report

#### **T. Upcoming Board Meetings**

Information: 1. Board Meeting Schedule 2016

#### **U. Calendar of Special Events**

#### **V. Adjourn Meeting**

Action: 1. Motion to Adjourn Meeting

Motion to adjourn the meeting.

Motion by Diana Conti, second by Wanden Treanor.

Final Resolution: Motion Carries

Aye: Stephanie O'Brien, Eva Long, Phil Kranenburg, Diana Conti, Stuart Tanenberg, Wanden Treanor

Not Present at Vote: Brady Bevis

Meeting adjourned at 8:36 pm.

