

COLLEGE OF MARIN
ACADEMIC SENATE MEETING MINUTES

September 13, 2018

12:45pm – 2:00pm AC Building, Room 303

Senators Present: Meg Pasquel, Karen Robinson, Peggy Dodge, Andrea Wang, Nancy Willet, John Erdmann, Arthur Lutz, Kofi Opong-Mensah, Kevin Muller

Senators Absent: Becky Brown, Jeff Cady, Joe Mueller, Shawn Purcell, Paul da Silva, Karen Koenig

Guests: John Green, Greg Milton

I. Approval and Adoption of the Agenda – **adopted (Muller/Opong-Mensah) with changes moving SSU Business degree discussion to after Public Requests to Address the Senate on Non-Agenda Items**

II. Reading and Approval of the Minutes of September 6th, 2018 – **approved (Willet/Wang) by all Senators present**

III. Public Requests to Address the Senate on Non-Agenda Items

Senator Dodge addressed the senate as public comment. New CBA for UPM has resulted in need for COM administration to develop new procedures to reflect the CBA provisions. Now it is Academic Senate job under 10+1 authority to review relevant AP & BP to assure that policies enacted under new CBA either reflect current AP/BP or necessary revisions to AP/BP are brought before the senate. Of specific concern are AP/BP 7212 and procedures being developed to implement new provisions for expedited hire. Senator Dodge distributed copies of procedure developed by HR to implement expedited hire and requested an update from UPM on review of district procedures and compliance with existing AP/BP during their report.

VII. Discussion (moved per motion to approve agenda)

a) SSU Business Degree – John Green/Greg Milton

SSU, in partnership with COM, will be offering a cohort-based degree completion program on the Kentfield Campus to enable students to earn a Bachelor's degree in Business from Sonoma State University. The first cohort (3 students) began Fall 2018 with online coursework. Face-to-face SSU classes in the Business major, concentration in Management, begin on the Kentfield Campus in Spring 2019. Coursework will be organized in a hybrid format and face-to-face meetings will be held on evenings and/or weekends. SSU is actively involved in outreach and recruitment for the program. The degree completion program is designed to build on existing AS and AS-T degrees in Business from COM. In order to access student support services at COM, all cohort students will also be enrolled in a one-unit COM class to be paid for by SSU. Operational MOU and Consortium agreements regarding financial aid and other student services are being developed. COM will benefit from this partnership by having more students enter COM Business degree programs in order to start on this BA pathway. Discussions are underway to bring a BA degree completion program in Liberal Studies to be based at the IVC campus.

IV. Officers' Reports

- a) President's (Meg Pasquel): President Pasquel reported that HR has developed an online training for staff and faculty to be implemented immediately in order to increase the pool of trained staff and faculty to serve on interview committees. Procedures for hiring faculty is a 10+1 issue and the Academic Senate has requested that Director of Human Services Nekoda Harris come to the Academic Senate to discuss BP/AP7210 and 7212. President Pasquel explained that AP/BP that are in the 7000 range begin revisions in HR and then proceed to the Academic Senate through the participatory governance system. Director Harris has contacted President Pasquel and requested additional information about what questions the Senate has for her. Consensus was that Director Harris should prepare to talk to the Senate about how HR procedures are being developed and implemented in light of new UPM CBA and how those procedures align with existing AP/BP.
- b) Vice President (Karen Robinson)- **NO REPORT**
- c) Treasurer (Andrea Wang) – Acting Treasurer Wang presented Treasurer's accounting of funds as of September 2018. Dues to Statewide Academic Senate have increased since the budget allocated to the Senate by MCCD was established. As a result, monies originally budgeted for Other Supplies have been transferred to the category of Dues and Subscriptions in order to pay the full dues to the Statewide Academic Senate.

V. Committee Reports

- a) Curriculum: Senator Willet reported that the Curriculum Committee will convene initially in AC229. Some Curriculum Committee members will move to AC116 to provide hand-on assistance to faculty in using ELUMEN to revise course outlines.
- b) Academic Standards: **NO REPORT**
- c) Other Senate Subcommittee and Governance Committee Reports
 - a. EPC: Kara Kreit is faculty co-chair with Christina Leimer for this year. EPC reviewed the timeline for EMP preparation and the results of the groups that met as part of Convocation in August 2018. Copies were circulated for review and will be posted on the AS website for review
- d) UPM: Senator Erdmann reported that UPM Grievance Office Marco Gonzales resigned and Patrick Kelly has been appointed the replacement. A letter was sent to all COM Part Time faculty clarifying the distinction between ETUM Seniority and Senior ETUM status. Senator Erdmann also reported that there is a cap on the number of faculty who can take advantage of the resignation bonus this academic year.

VI. Consent Agenda – **APPROVED (Robinson/Willet) by all senators present**

- a) Governance Committee Appointments
 - Dayna Quick – Technology
 - Hien Nguyen – EPC
 - Maria Coulson – GRIT
 - Patricia France – GRIT
 - Gina Cullen - GRIT

VII. Action Items

VIII. Discussion

- b) AP/BP 3260 Participation in Local Decision Making – **DEFERRED UNTIL NEXT WEEK**

IX. New Business - **NONE**

X. Adjournment: 2:00 pm

For questions or information concerning the Academic Senate Minutes, please contact: Peggy Dodge, Acting AS Secretary: pdodge@marin.edu.