

COLLEGE OF MARIN
ACADEMIC SENATE MEETING MINUTES

October 4, 2018

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

Senators Present:, Karen Robinson, Peggy Dodge, John Erdmann, Karen Koenig, Kevin Muller, Nancy Willet, Andrea Wang

Senators Absent: Meg Pasquel, Kofi Opong-Mensah, Paul da Silva, Arthur Lutz, Becky Brown, Jeff Cady, Shawn Purcell

Guests: Rinetta Early

- I. Approval and Adoption of the Agenda – **adopted (Muller/Erdmann) with move of Facilities Planning Committee report to follow Public Requests to Address Senate on Non-Agenda items by all Senators present**
- II. Reading and Approval of the Minutes of September 27th, 2018 – **approved (Erdmann/Wang) with changes by all Senators present with Lutz abstaining**
- III. Public Requests to Address the Senate on Non-Agenda Items
Senator Muller addressed the Senate as a member of the public. Senator Muller shared a press release dated July 17, 2017 from the California Community Colleges Chancellor’s Office (CCCCO) that includes information about “Vision for Success: Strengthening the California Community Colleges to Meet California’s Needs.” Some of the goals expressed in the press release are concerning to some faculty. There is an interest in how those goals will play out at COM. Some faculty have expressed concern about an apparent requirement that individual college Boards of Trustees are required to sign on to the Vision for Success plan. **The Vision for Success plan will be agendized for a future Senate meeting as a discussion item.**
- IV. Officers’ Reports
 - a) President (Karen Robinson, President Pro Tempore) – President Pro Tempore Robinson noted that the Spring 2019 priority enrollment schedule is on back of the Senate agenda. She called attention to the order of priority and shared difficulties that have arisen with Priority 2 and Priority 3. No changes can be made for Spring 19 enrollment but discussion and recommendations related to the priorities will be on a future Senate agenda.
 - b) Vice President (Karen Robinson) – VP Robinson noted that enrollment for Spring 2019 opens earlier than ever in the past and that students have been surprised by the early dates. She also reported that the COM Spring 2019 schedule goes live online on Saturday, October 7. The paper schedule comes out later but will not be as comprehensive as in the past. The paper schedule will not include instructor or room assignments and expressed concern about that. It was noted that the print schedule always has errors because it does not reflect the most recent information and that the change in this year’s print schedule is intended to drive students to the online schedule for most up-to-date information. Improvement of Campus Wi-Fi should accompany the drive to the online schedule since students cannot access their portals through the campus Wi-Fi network.
- V. Committee Reports
 - a) Curriculum – Senator Dodge reported that Curriculum Committee Chair A. Joe Ritchie requested that Senators (and Department Chairs and Coordinators) be advised to go to their inbox in Elumen in order to update course outlines in their queue for approval. It is not possible to edit from the Chair/Coordinator dashboard.

- b) Academic Standards (Rinetta Early) – Chair Early reported that the Academic Standards committee is currently working on grade symbols, I in particular, to revise and bring in compliance with current legal language.
- c) Other Senate Subcommittee and Governance Committee Reports
 - a. EPC (Peggy Dodge) - Senator and EPC member Dodge noted that the EPC has two active student representatives now. Most recent meeting included a review of the Environmental Scan completed by PRIE over the summer. EPC identified things from the Environmental Scan believed to have a significant impact on COM over the period of the EMP (2019-2025).
 - b. UPM (John Erdmann) – Senator Erdmann reported that the deadline to apply for Senior ETUM is October 10. Part-timers should be informed. Senator Erdmann also informed senators that UPM is clarifying process for Strong Workforce CTE funds.
 - c. Facilities planning committee report (Jeff Cady) will be submitted in writing. Senator Cady was not able to stay for the meeting today.

VI. Consent Agenda

- a) Governance Committee Appointments - **none**

VII. Action Items

- a) AP/BP 4250 and 4255
 - a. Academic Standards (Chair Rinetta Early) – Chair Early noted that AP/BP 4250 separates out Probation from the older AP/BP that included Probation, Dismissal, and Readmission. Dismissal and readmission is now covered under AP/BP 4255.
 - b. Chair Early noted that revisions to AP/BP4250 to notify students in a timely manner and offer appropriate services to support students who may be on the path to probation comes from the CCLC.
 - c. Changes suggested by senators to AP/BP4250 include:
 - i. Change name of AP/BP4250 from “Probation” to “Student Probation” to distinguish from faculty probation
 - ii. Change wording in first bullet of BP4250 from “The philosophy of College of Marin is that the college community will notify...” to “college community” to “The community college district will notify...”
 - d. **No vote on AP/BP 4250 or 4255. Discussion continued to next meeting.**

VIII. Discussion

- a) Professional Learning Committee – (Beth Patel) – Professional Learning Community software for staff and faculty is being rolled out to track and report FLEX and other professional development activities. Staff and faculty should see a Pro Learning link on the employee opening page beginning Monday, October 8.

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.