

**COLLEGE OF MARIN**  
**ACADEMIC SENATE MEETING MINUTES**

October 11, 2018

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

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**Senators Present:** Meg Pasquel, Kofi Opong-Mensah, Paul da Silva, Arthur Lutz, Karen Robinson, Peggy Dodge, John Erdmann, Karen Koenig, Nancy Willet, Andrea Wang

**Senators Absent:** Becky Brown, Jeff Cady, Shawn Purcell, Kevin Muller

**Guests:** Rinetta Early

- I. Approval and Adoption of the Agenda – **adopted (DaSilva/Erdmann) by all Senators present**
- II. Reading and Approval of the Minutes of October 4, 2018 – **approved (Erdmann/Willet) by all Senators present with Pasquel, Opong-Mensah, DaSilva, Lutz abstaining**
- III. Public Requests to Address the Senate on Non-Agenda Items - **none**
- IV. Officers' Reports
  - a) President (Meg Pasquel) – President Pasquel urges all faculty to submit midterm grades. Although faculty are not contractually obligated to submit midterm grades, the grades are important for student success. President Pasquel announced two Educational Master Plan (EMP) forums for the COM community (10/17 2:30-5:00 AC255 in Kentfield and 10/18 2:30-5:00 Bldg. 27/Room 116 at IVC and urged Senators to attend and spread the word. Nekota Harris will attend the Senate meeting on November 8 to discuss AP/BP7120- Employment Recruitment and Senators should prepare questions in advance of the meeting.
  - b) Vice President (Karen Robinson) – VP Robinson acknowledged that the two items for future agendas from last week (The Vision for Success Plan from the Chancellor's office and discussion and recommendations related to enrollment priorities) had not been conveyed to President Pasquel in time for the development of today's agenda. VP Robinson reiterated the need for student WIFI access to their portals while on campus if the registration process is being pushed to the online schedule as primary vehicle. VP Robinson also reported than an effect of the early registration dates this semester has been a surge of requests to see counselors and indicated that lack of adequate advance notice is an issue for both students and faculty. Consultation with counselors and Academic Senate should happen before such changes are implemented.
  - c) Treasurer (Andrea Wang) – Treasurer Wang presented current statements of income and expenditures from the organizational budget provided by MCCD and the Union Bank account that handles direct faculty contributions to the Senate. An expenditure of \$530 from the Travel and Conference category of the organizational budget was questioned. Treasurer Wang will further research that expenditure and report back to the Senate.
- V. Committee Reports
  - a) Curriculum – **nothing new to report.**
  - b) Academic Standards (Rinetta Early) – **nothing new to report**

- c) Other Senate Subcommittee and Governance Committee Reports
  - a. Education Planning Committee (EPC) (Peggy Dodge) - Senator and EPC member Dodge reported that there was no EPC meeting this week but there was a COM community forum in KTD 10/8 from 2-3:30 designed to review the Environmental Scan developed by PRIE and identify recurring themes regarding external data that may affect COM during the period of the new EMP. Senator Dodge thanked Senators and other faculty who attended the forum while noting that the turnout was low.
  - b. Facilities Planning Committee (FPC) – President Pasquel reported on behalf of Senator Cady who is on the FPC. President Pasquel will distribute the written report submitted by Senator Cady regarding last week’s FPC meeting and it will be posted on the AS website with approved minutes from this meeting.
  - c. Planning & Resource Allocation (PRAC) – President Pasquel reported that PRAC discussion has been focused on processes for engaging the COM community to cut 3.5 million dollars from the COM budget over the next 4 years because of reduced income projections. “Everything is on the table” to contribute to the savings.
  - d. UPM (John Erdmann) – Senator Erdmann chose to use his report time to request a moment of contemplation in honor of recently deceased COM community member Mary Sage who worked in Student Accessibility Services (SAS). Senator Erdmann recommended faculty read the announcement from Dr. Coon for more information

VI. Consent Agenda

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

VII. Action Items

- a) AP/BP 4250 and 4255
  - a. Academic Standards – Committee Chair Rinetta Early stated the wording on BP4250 is most accurately “College of Marin will notify...” rather than “MCCD will notify...” as recommended last week by the AS. After more discussion about the AS recommendation to change the name of AP/BP4250 from “Probation” to “Student Probation” was retracted.
    - i. **Motion to approve BP4250 (Dodge/Koenig) with change of wording in first paragraph from “The philosophy of College of Marin is that the college community will notify...” to “College of Marin will notify...”**
    - ii. **Motion to approve AP4250 (Wang/Dodge) with change adding notification “by email” and clarifying language that “before the start of the semester” refers to “after prior semester grades are posted.”**
  - b. **No vote on AP/BP4255. Discussion continued to next meeting.**

VIII. Discussion

- a) Priority Registration – **deferred**
- b) AP/BP 4111= **deferred**

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.