

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

November 15, 2018

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

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

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

- I. Approval and Adoption of the Agenda – **adopted (Dodge/DaSilva) by all Senators present**
- II. Reading and Approval of the Minutes of November 8 – **approved (Robinson/Wang) by all senators present with Senator Dodge abstaining**
- III. Public Requests to Address the Senate on Non-Agenda Items - **none**
- IV. Officers' Reports
  - a) President (Meg Pasquel) – President Pasquel announced that a survey from the Office of Planning, Research, and Institutional Effectiveness (PRIE) regarding how it is or is not working will be sent out early in Spring 2019 Semester. Senators are encouraged to respond and to encourage other faculty to respond. President Pasquel noted that the Student walkout was successful. President Pasquel also shared that she had received an email from a stranger who had encountered the COM basketball team on a road trip and wished to commend them to COM. The email indicated the basketball team was polite, accommodating, and represented COM well.
  - b) Vice President (Karen Robinson) – VP Robinson requested senators spread the information that CSU and UC applications are due on Nov. 30 and COM counselors are providing assistance to students on writing required personal statements for those applications.
- V. Committee Reports
  - a) Curriculum – Current committee chair A. Joe Ritchie submitted a written report. President Pasquel added that she is meeting with Chair Ritchie and incoming Chair Gina Cullen about the charge of the committee.
  - b) Academic Standards (Rinetta Early) – Chair Early reported that the committee completed its review of AP4230: Grading and Academic Records and the AP will go to the counselors for final review the first week of December.
  - c) Other Senate Subcommittee and Governance Committee Reports
    - a. EPC (Peggy Dodge) – Senator Dodge reported on the EPC meeting of November 5. The committee is looking at all of the feedback provided through Convocation session, all of the forums, and focus groups with K-12 partners, Business/Industry representatives, Marin County Commission on Aging along with Chancellors Office Vision for Success and COM mission and values. Senator Dodge reported that EPC focused on identifying common issues that surfaced across all feedback. Issues that came up in one or more places but not across the majority are also being considered for inclusion in the EMP under development.
    - b. Though not a Senate Subcommittee or official Governance Committee, Senator DaSilva reported that a Bolinas Field Station Committee made up of faculty, VP Greg Nelson and architect representatives exists. Membership on the committee seems to have been mostly invitation only but member of the committee want to expand membership to get other disciplines to give input. The Committee is charged with developing a plan for the Bolinas Field Station to be submitted to Marin County Board of Supervisors in April
    - c. PRAC (Meg Pasquel): President Pasquel reported that PRAC continues to look for creative ways to save money given the projected dip in revenue to COM in

upcoming years. A letter is going out to Deans and Directors to convene faculty for discussions to identify potential areas of savings. President Pasquel urges faculty to participate actively rather than to have Deans and Directors alone make decisions about cuts. The directive going out calls for a collaborative process in the discussions regarding budget savings. From PRAC perspective, budget cut consideration is a 360-degree view – looking at everything across disciplines as well as all aspects of administration and operations. During the report, some Senators expressed concerns about administrators added in recent years but more information is needed regarding which of those positions are under categorical funding.

- d) UPM (John Erdmann): The COM Labor Management Committee meets today. Senator Erdmann reported that Arthur Lutz has agreed to be UPM Grievance Officer for the rest of this year. Senator Erdmann reported that a change in UPM contract section 3.11.2 starting in January 2019 will pay part-time faculty in 5 equal payments each semester starting the first full month of school. Part-time faculty will not receive a check in January or August 2019.

VI. Consent Agenda

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

VII. Action Items

- a) Priority Registration – VP Robinson described the issue that changes are intended to address. Currently there is very little time between registration opening for priorities 3, 4 and 5. The proposed new priorities change current priority 3 into priorities 3,4, and 5 by separating returning students into priorities related to number of units already taken at COM. A robust discussion raised the issue of the matriculation requirement role in establishing priorities. Questions included whether matriculation requirement might be a barrier for some students and if that requirement could be a violation of Ed. Code. Responses provided information indicating that matriculation requirement was not an obstacle for EOPS, CALWORKS, and TANF students and articulated the benefits of articulation. President Pasquel reminded Senators that changes we recommend now will go through the Governance process and return to the AS before final adoption of any changes.

- a. Motion to approve the Summer and Fall 2019 Enrollment Priority draft as presented (with further Senate discussion of matriculation requirement impact to be put on a future AS agenda (DaSilva/Erdmann) PASSED. 10 yes votes, 1 nay.**

VIII. Discussion

- a) AP/BP 4255 Dismissal – Academic Standards Chair Rietta Early reviewed specific changes and reported counselor approval of AP/BP 4255. It was also noted that the existing AP is not compliant with the BP and needs to be brought into compliance. Senators were urged to review all AP/BP before AS meeting and send “word-smithing” suggestions directly to the petitions committee rather than use AS time to do that work.
- a. Motion to approve proposed revision to AP/BP 4255 (Erdmann/Wang) moves AP/BP4255 to Action Item for 11/29/18 AS meeting.**
- b) AP/BP 4111 Posthumous degrees
- a. Motion to approve AP/BP4111 as proposed (DaSilva/Robinson) moves AP/BP 4111 to Action Item for 11/29/18 AS meeting.**
- c) AP/BP 7120 Recruitment Procedures **DEFERRED**

IX. New Business

AP/BP 3260- **WILL BE DISCUSSION ITEM FOR 11/29/18**

X. Adjournment: 2:00 pm

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