

**COLLEGE OF MARIN  
ACADEMIC SENATE MEETING MINUTES**

**August 23, 2018**

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

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**Senators Present:** Meg Pasquel, Karen Robinson, Peggy Dodge, Andrea Wang, Nancy Willet, Karen Koenig, John Erdmann, Kevin Muller, Arthur Lutz, Paul da Silva, Arthur Lutz,

**Senators Absent:** Becky Brown, Jeff Cady, Kofi Opong-Mensah, Joe Mueller, Shawn Purcell

**Guests:** A. Joe Ritchie

**Minutes**

- I. Approval and Adoption of the Agenda – **adopted (Robinson, Wang) by all Senators present**
- II. Reading and Approval of the Minutes of May 17th, 2018 – **approved (Wang, Muller) Nancy Willet and Paul da Silva abstaining**
- III. Public Requests to Address the Senate on Non-Agenda Items  
**Senator da Silva presented a document concerning a student concern regarding priority registration for new students. Item to be placed on discussion agenda for next week**
- IV. Officers' Reports
  - a) President (Meg Pasquel): President Pasquel presented a process for Senate Discussion items this academic year. Documents will be distributed a week in advance and Senators will be expected to have read and come to meeting prepared with their comments. She distributed the 2019-20 proposed Academic Calendar for discussion at next meeting. President Pasquel advised that the WASC update report will be coming through the Senate this semester. President Pasquel reported that Statewide Academic Senate Area B representative Conan McKay is available to facilitate Academic Senate retreat one of the first 2 Fridays in October.
  - b) Vice President (Karen Robinson): VP Robinson acknowledge Senators Willet, Pasquel, and Robinson for participation in ASCCC Leadership Training over the summer and encouraged others to take advantage of such opportunities. VP Robinson is putting together binders for all Senators containing important Senate documents and dividers to accommodate this year's Senate documents. Creation of a Canvas website for the Senate was proposed. President Pasquel will work with Stacy Lince to get a Canvas shell created. Senators Dodge and Muller offered to populate the Canvas site.
  - c) Treasurer: Senator Wang is replacing Patricia Seery as treasurer for Fall 2018. Treasurer Wang presented financial reports for July 2018.
- V. Committee Reports
  - a) Curriculum: Curriculum Chair A. Joe Ritchie reported that the part of the new Elumen platform where faculty input course outlines is ready for use. The new platform is a steep learning curve for all, including curriculum committee. The deadline to submit courses and course revisions to be effective Fall 2019 is being extended to October 1. The curriculum committee will begin meeting in a

computer lab and issues an open invitation to faculty to come and work on inputting course with curriculum committee coaching.

- b) Academic Standards – **none**
- c) Other Senate Subcommittee and Governance Committee Reports – **none**
- d) UPM: Senator John Erdmann reported proposed Academic Calendar for 2019-20 has been negotiated with Assistant VP Cari Torres and will be discussed at Senate next week. He also reported that the ETUM Seniority list is now out and is not a confidential document. ETUM's who have concerns should contact HR before reporting concerns to UPM. Senior ETUM status must be initiated by faculty when they become eligible. Deadline for Fall 2018 requests is October 1. UPM is convening an evaluation subcommittee and is looking for faculty volunteers. Senator Erdmann also reported that because contact settlement happened after Fall 2018 schedule was finalized, provision for changes to noncredit ESL faculty will go into effect January 1, 2019.

VI. Consent Agenda – **approved with no objection**

- a) Governance Committee Appointments
  - Tina Christensen covering Becky Brown's sabbatical leave for Fall 2018 on PRAC
  - Ross Goodwin replacing Nancy Willet on PRAC
  - Members of new Technology Committee are being appointed. Committee with have 8 faculty. Faculty being appointed today are: Paul Cheney, David Patterson, Bonnie Borenstein, Caitlin Rolston

VII. Action Items - **none**

VIII. Discussion

- a) Senate substitutions
  - Two full time seats are open for Fall 2018 due to sabbaticals and scheduling conflicts of sitting Senators (Brown, Purcell)
  - One part time seat is open for Fall 2018 due to scheduling conflict of sitting Senator (Cady)
  - One part time seat is open for a two year term because recently elected part time Senator Andrea Wang is now Full time faculty
  - Substitutions for Fall 2018 are:
    - Andrea Wang for Patricia Seery (sabbatical)
    - Paul da Silva for Joe Mueller (schedule conflict)
    - Andrea Wang to assume Treasurer duties during Senator Seery's absence
    - Peggy Dodge to assume Secretary duties during Senator Brown's absence
- b) Hiring Committee appointments
  - President Pasquel will be polling all faculty about interest and ability to serve on hiring committees
- c) AP/BP 3260 Participation in Local Decision Making
  - **Deferred to next meeting**
- d) AP 7212
  - **Deferred to next meeting**

IX. New Business

X. Adjournment: 2:00

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