

COLLEGE OF MARIN ACADEMIC SENATE

MEETING MINUTES

November 5, 2020

12:45 – 2:00 pm via Zoom Meeting

Senators Present: Meg Pasquel, Karen Robinson, Peggy Dodge, Patricia Seery, Jeff Cady, Patricia France, Kristin Perrone, Dave King, Maria Coulson, Kofi Opong-Mensah, Joe Mueller

Senators Absent: Shawn Purcell, Kevin Muller, Paul Cheney

Guests: Rinetta Early

CALL TO ORDER: 12:45 PM – Zoom Meeting

- I. Approval and Adoption of the Agenda – **ADOPTED (Robinson/Perrone) by all Senators present**
- II. Reading and Approval of the Minutes of October 22 – **APPROVED (Robinson/King) by all Senators present**
Reading and Approval of the Minutes of October 29 – **APPROVED (Robinson/King) by all Senators present**
- III. Public Requests to Address the Senate on Non-Agenda Items - **NONE**
- IV. Officers' Reports
 - a) President (Meg Pasquel) – President Pasquel reported that she and VP Coulson are participating in the ASCCC plenary sessions today (11/5) through Saturday (11/7). They are participating in relevant workshops and Area B meetings to refine and consider motions for a floor vote. President Pasquel reminded Senators to help encourage any faculty who have not yet submitted their book orders to do so. President Pasquel described the new COVID response organization at COM. There will be a COVID Oversight Committee that Patrick Kelly and President Pasquel will serve on. The COVID Oversight Committee sees analysis and recommendations before those move on to a separate COVID Implementation Team. President Pasquel noted that one student who attended in person classes on campus had tested positive for COVID. She urged faculty who want to have in person class meeting to consider impacts and procedures should a student test positive.
 - b) Vice President - **NONE**
- V. Committee Reports
 - a) Curriculum: **NO REPORT**
 - b) Academic Standards – **TO BE INCLUDED IN DISCUSSION ITEM a)**
 - c) Other Senate Subcommittee and Governance Committee Reports
 - a. PRAC: AVP Cari Torres Benavides presented to PRAC regarding the Counseling Department and replacing a retirement position in that department. AVP Torres Benavides also gave a presentation about considerations to move Work Experience courses under the Counseling Dept. in order to improve collaboration and coordination with the Work Study program. AVP Torres Benavides also presented to PRAC regarding the need for a staff person to augment Distance Education efforts right now and a proposal to increase DE Coordinator units from 3 to 6.
 - b. FACILITIES PLANNING: Senator Cady reported that the Facilities Planning Committee met and heard the same presentation from G4 that was presented in Senate last week.
 - d) UPM – Senator Mueller reported that a second general membership meeting to discuss a proposal about the future of the CRA Trust will be on Friday, 11/6, at 11:30 am. A recording from meeting of Monday, 11/2 will be played and then a discussion will take place. On

Monday, 11/9, there will be another meeting and final opportunity for members to vote on the proposal. Although the CRA Trust only covers Full-time faculty, it was set up by UPM membership overall and could open all members to any liability that might arise from the CRA Trust. All faculty are encouraged to attend and participate

VI. Consent Agenda - **NONE**

VII. Invited Guests: **NONE**

VIII. Action Items: **NONE**

IX. Discussion

a) AP 4235 – Credit for Prior Learning

AP4235 requires revision to comply with the Chancellor's Office mandates relative to Community Colleges having a Board approved procedure regarding how individuals can establish credit for prior nontraditional or non-unit bearing work. AP4235 previously referred specifically to Credit by Examination. Those provisions are still in AP4235 and new wording relative to credit for prior learning has been added. The deadline for having an approved policy is December. Senators pointed out that the AP reference to the Records Office needs to be corrected to Enrollment Services. Senators have concerns about the current wording as it applies to individuals who have earned an International Baccalaureate (IB). Academic Standards Chair Rietta Early noted that the committee recognizes the need that the IB section get revised. That work is underway but cannot be completed and put through the participatory governance structure before the December deadline related to Credit for Prior Learning. The AS can anticipate reviewing AP4235 again next semester. **Senator Cady moved and Senator Perrone seconded a motion to approve AP4235. Motion will be an action item for a vote at the next AS meeting.**

b) Policies: absentee Senators / President's communications

Discussion continued from the last meeting regarding the need to develop a consistent, codified procedure concerning Senators who are not able to participate in Senate meetings for significant portions of their terms. Main issues revolve around under what circumstances a Senator would be asked to step down from the Senate and replaced for the remainder of his/her term, and under what circumstances a "substitute" Senator would be seated for less than the full remaining term. If "substitute" Senators will be seated, the AS needs a transparent process that tries to adhere to the intentions of those who voted for the Senator on leave. Issues, ideas, and opinions discussed included:

- Senators run for a two-year term of office. The Academic Senate meetings are at a consistent day and time. The assumption should be that faculty members running for Senate are committed to the AS meeting schedule over the years of their terms.
- There is a provision in the Senate rules that says that a Senator can be removed from the Senate after 3 unexcused absences and a replacement appointed by the AS President. "Excused" and "Unexcused" are not defined.
 - A suggestion was made to rename the categories to "Planned" and "Unplanned".
- The AS could decide to not replace a seat when a Senator will be away for a single semester leave of absence such as a sabbatical or parental leave.
 - Concerns about that approach include potential lack of representation from a department or discipline and potential difficulties with having a quorum at meetings.
- Another common reason that Senators sometimes miss a full semester of AS meetings is that they accept a class assignment that conflicts with the regularly scheduled AS meetings. Full-time faculty who have more control over their schedules, should be able to avoid the schedule conflict based on their prior commitment as elected Senators. Part-time faculty have less control over their schedules and may encounter semesters where a teaching assignment offered conflicts with their AS commitment.
 - The AS could decide not to replace a seat under these circumstances but the same concerns stated regarding leaves of absence would apply.
 - There may need to be separate procedures for full and part-time faculty relative

to schedule conflicts.

- In the event that the Senate elects to attempt to replace Senators who are away for a semester, a clear procedure should be put in place.
 - One such procedure was suggested and captured in the minutes of the 10/29 AS meeting.
 - In order to address a concern expressed that Senators who were never actually selected by faculty at large are voting on AS business, it was suggested that “substitute” faculty would participate but not have a vote in AS meetings.

The discussion broadened to include considerations of what efforts should be made for outreach and to “popularize” service on the AS for faculty. Current efforts include beginning of semester email communication from AS President to all faculty and new faculty orientation participation by AS President. New faculty mentors are another opportunity to promote commitment to service on the AS. The AS should consider continuing Zoom meetings that may allow more faculty to consider running for the AS. Opinions expressed varied on the idea of changing the AS meeting day and time to facilitate recruitment.

President Pasquel will use the input from this discussion as well as the 10/29 discussion and draft a document to present to the AS at the next meeting.

c) Creating “List Serve” community- **DEFERRED**

d) Institutional and systemic racism at COM - **DEFERRED**

X. New Business

XI. Adjournment: 2:00 pm

Future Business: Recycling program/Building design

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