

COLLEGE OF MARIN ACADEMIC SENATE

MEETING MINUTES

December 10, 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, Kevin Muller, Paul Cheney, Joe Mueller

Senators Absent: Shawn Purcell

Guests: Rinetta Early, Patrick Kelly

CALL TO ORDER: 12:45 PM – Zoom Meeting

- I. Approval and Adoption of the Agenda - **ADOPTED (Perrone/Seery) with amendment to put M&O naming resolution on consensus by all Senators present.**
- II. Reading and Approval of the Minutes of December 3 – APPROVED (Seery/Perrone) as amended by all Senators present
- III. Public Requests to Address the Senate on Non-Agenda Items
UPM President Patrick Kelly brought the need for establishing a process to address the ability of faculty to be hired to teach only specific specialty courses in a discipline. Generally, faculty hired should be able to teach all classes in a discipline but that doesn't make sense for some individual disciplines. The current process used to make exceptions is not transparent. UPM is seeking to update the forms necessary for specialty courses and to have a process established outside of the contract. Such a process would be in the purview of the Academic Senate. UPM will talk more in contract negotiations about cleaning up the forms, but no agreements with the district will be made until the AS recommends a process. President Pasquel will look for guidance from the state, send documentation to inform the AS discussion, and agendize the issue for early Spring.
- IV. Officers' Reports
 - a) President (Meg Pasquel) - President Pasquel celebrated the last week of classes and expressed her appreciation that students were all in it with us to make this first fully "remote instruction" semester successful.
 - b) Vice President (Maria Coulson) – VP Coulson reported that the Online Pathways grant was coming to an end. She and other DE faculty will be completing the Peer Online Course Review (POCR) required for DE instructor certification as per the pre-COVID requirements for online teaching.
 - c) Treasurer (Patricia Seery) – Treasurer Seery shared documents for both AS accounts. Some outstanding costs from the fall ASCCC plenary are still not reflected in the Academic Senate Account for Travel and Conferences.
- V. Committee Reports
 - a) Curriculum: **NONE**
 - b) Academic Standards – Committee Chair Rinetta Early gave an update on the revisions to AP4231. UPM has objections to parts of AP4231 but was unable to provide information for the 12/18 Academic Standards Committee meeting. Until UPM clarifies its objections and suggestions, which will likely trigger another legal review, AP4231 cannot be brought for a vote to the AS.
 - c) Other Senate Subcommittee and Governance Committee Reports
 - a. PRAC – Committee member and Senator Patty France reported on several items of discussion at the last PRAC meeting. The committee heard a presentation regarding International Education and integrating Intensive ESL with ESL to conserve resources. Community education reported on a survey of people aged 50 and over regarding interest in health issues. Community education also reported looking at

some professional hospitality certifications related to working with the new Jonas Center. The report was informational only, and no funding request was included. PRAC reviewed funding requests, focusing on nine requests for full-time hires. VP Eldridge will contact the departments involved to help determine the urgency of filling those requests. PRAC is working on refocusing offerings to be more accessible and mindful of all constituencies in Marin.

- b. Technology Planning Committee (TPC) – Committee member and Senator Paul Cheney reported that TPC will present their plan to PRAC in February. The work on the plan has been arduous and the committee is proud of the work.
- c. Facilities Planning Committee (FPC) – Committee member and Senator Jeff Cady reported that the landscape plan submitted includes some dramatic changes, including blocking off Circle Drive to create an entry to campus with a view of Mt. Tam. That proposal is likely to be controversial due to loss of parking for faculty, especially those teaching at night in the Academic Center. World class consultants have been working with the landscaping team but there are questions about money to implement the plans.

d) UPM – **NO REPORT**

VI. Consent Agenda – **APPROVED (Robinson/Cady) by all Senators present**

- a) Governance Committee Appointments - none
- b) ECE Resolution from ASCCC
- c) Resolution naming M&O building in honor of Robert Thompson

VII. Invited Guests: **NONE**

VIII. Action Items

- a) Senate Absentee Policy - **APPROVED (Coulson/Perrone) as amended by all Senators present**

IX. Discussion

- a) Covid 19 response – Spring Semester

The AS brainstormed ideas for improvements related to COM online presence given experiences from Fall 2020. Visibility and ease of access to faculty office hour schedules was discussed. It might be desirable to have office hours obvious and accessible to students not in your class. One idea would be to have office hours available in a drop down menu if students click on the instructor's name in the online schedule. Another discussion concerned making student generated short videos with instructions regarding common student pitfalls navigating Canvas and Zoom. Such videos could then be included in Canvas course shells. Senator Perrone offered MAPS mentors to be available to come and do presentations in Zoom class meetings. MAPS is working on putting together student made videos. Some student made videos are available in Canvas Commons and in an ESL Instructor Resources Canvas shell. It was suggested that Stacey Lince be approached to talk about making student made videos more broadly available. It was also suggested that the Outreach Office could also work on student made videos.

- b) Institutional and systemic racism at COM – Senator Opong-Mensah inquired about a document that he submitted to the AS expressing his dissent to a vote in favor of AP4235 that he expected to have been included in the meeting minutes and attached to the AP when the AS forwarded it. Since Senator Opong-Mensah's document was not part of a meeting discussion, it would not be appropriate to be included in the minutes nor attached to the AP. The arguments contained in the Senator's document have been captured already in various documents.

X. New Business

Union Bank – VP Jonathan Eldridge to discuss with Senate on 1/28/2021

XI. Adjournment: 2:00 pm