

**COLLEGE OF MARIN**  
**ACADEMIC SENATE MEETING MINUTES**  
**February 1, 2018**

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

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**Senators Present:** Meg Pasquel, Karen Robinson, Becky Brown, Andrea Wang, Joe Mueller, Jeff Cady, Peggy Dodge, Kevin Muller, John Erdmann, Christine Li, Arthur Lutz, Patricia Seery

**Senators Absent:** Kofi Opong-Mensah, Karen Koenig

**Guests:** A Joe Ritchie

**Minutes**

- I. Approval and Adoption of the Agenda: **adopted with changes (Dodge/Robinson) by all Senators present**
  
- II. Reading and Approval of the Minutes of January 25, 2018 : **approved (Cady/Dodge) 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 distributed a letter from PRAC to the Academic Senate regarding the implementation of a college hour. The letter states that the planning and process of coming up with a campus-wide college hour should continue. The letter will move forward to College Council and then to the BOT. Senators approved of the letter.
  
  - b. Vice President (Karen Robinson): VP Robinson reported that she had sent out an e-mail to the Senators regarding the pertinent conferences, and it is still not known the amount of funding that will be available for Senators to attend. She also encouraged Senators to add a biography to the instructor's web page, as students enjoy reading them. The building of the new solar panels in parking lots has made the parking lots very dark and dangerous. She hopes that additional lighting will be added soon.
  
- V. Committee Reports

Curriculum Committee (A Joe Ritchie): The Curriculum Committee continues to work on curriculum matters and he will give reports to the Senate as topics arise.

Academic Standards Committee (Rinetta Early): **none**

Governance Committees: PRAC met and discussed the College budget and budget projections, along with the schedule for the area deans presentations. Department chairs and faculty are encouraged to attend the presentations. Senator Erdmann attend the recent Bond Citizen Oversight Committee meeting and suggested that a Senate member attend the meetings on a regular basis and report back to the Senate.

UPM Report (Arthur Lutz): Senator Erdmann reported that the collective bargaining team is currently negotiating Article 6 Hiring. The hiring of emergency hires should be an Academic Senate issue and the AS should have input. President Pasquel will draft an Academic Senate letter to the UPM Executive Council.

VI. Consent Agenda

a. Governance Committee Appointments: **none**

VII. Action Items: **none**

VIII. Discussion

- a. Program Review Template: Discussion of the PR template continued, and the following issues were raised: class maximum, PT faculty's roll in PR, what constitutes course completion, definition of low-enrolled classes, assistance in data collection, and CTE data. Senator Dodge (Erdmann) moved to add this topic of approving the revised PR template as an action item to next week's agenda.
- b. Bond Budget letter: **deferred**
- c. SAS – Peggy Dodge: **deferred**

IX. Adjournment: 2:15 pm