

**COLLEGE OF MARIN**  
**ACADEMIC SENATE MEETING MINUTES**  
**For October 6, 2016**

12:45 p.m. – 2:00 p.m. Academic Center Building, Room 303

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**Senators Present:** Sara McKinnon, Meg Pasquel, Patricia Seery, Becky Brown, Arthur Lutz, Joe Mueller, John Erdmann, Rinetta Early, Jeff Cady, Karen Koenig, Andrea Wang, Peggy Dodge, Christine Li

**Senators Absent:** Karen Robinson

**Guests:** A Joe Ritchie, Jonathan Eldridge, Cari Torres

**Minutes**

- I. Approval and Adoption of the Agenda: **adopted (Dodge/Brown) by all Senators present**
  
- II. Reading and Approval of the Minutes of September 29, 2016: **approved (Seery/Pasquel) by all Senators present**
  
- III. Officers' Reports
  - a. President (Sara McKinnon): President McKinnon stated that the consent agenda for today's meeting includes a SLO facilitator call. The call requests six facilitators to coordinate the SLO reporting in their discipline-related areas.
  - b. Vice President (Meg Pasquel): VP Pasquel announced that midterm grades are due soon, and encouraged all faculty to post midterm grades.

IV. Committee Reports

Curriculum Committee (A Joe Ritchie): There are approximately 100 CORs to be reviewed, and today's meeting will consist of technical review in order to continue COR review.

Academic Standards Committee (Rinetta Early): Senator Early will be sending out an e-mail to department chairs regarding course substitutions. Currently the course substitutions have been staying in Enrollment Services, and not forwarded to the department chairs. Currently there is no AP for course substitutions.

Governance Committees: **none**

UPM Report (Arthur Lutz): **none**

V. Consent Agenda

- a. Governance Committee Appointments: **none**
- b. BP/AP 6250 Budget Management: **consent by all Senators present**
- c. SLO Facilitator Call: **consent by all Senators present**
- d. Travel Expenses to Area B Meeting and F17 ASCCC Plenary: \$40 in travel costs for the Area B meeting and \$1228.84 for the ASCCC Plenary: **consent by all Senators present**

VI. Action Items:

- a. Library Collection Policy: **approved as amended by all Senators present**
- b. Institutional Set Standards for Retention at 66%: **approved by all Senators present**

VII. Discussion

- a. AP 6251 Reserve Fund Management: Regarding principles of the AP 6251 Reserve Fund Management, VP Nelson has denoted three established reserves: unrestricted fund reserve, capital maintenance/equipment reserve, and the Measure B reserve. The reserve amount will be moving from 8% to 10.5% for the 2021/2022 academic year. The College is trying to slowly move to a larger reserve to be fiscally responsible, in good standing with the Chancellor's Office and ACCJC, and to get the best bond ratings.
- b. AP 5030 Fees: **deferred**
- c. Timing of course cancellations continued discussion: **deferred**
- d. AP 3900 Speech: Time, Place and Manner: **deferred**
- e. AP 5520 Student Discipline and Due Process: **deferred**
- f. Statement regarding Athletic recruitment: **deferred**

VIII. New Business: **none**

IX. Public Requests to Address the Senate on Non-Agenda Items: **none**

X. Adjournment: 2:00pm

For questions or information concerning the Academic Senate Minutes, please contact: Becky Brown: [bbrown@marin.edu](mailto:bbrown@marin.edu)