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**COLLEGE OF MARIN**  
**ACADEMIC SENATE MEETING MINUTES**

**August 30, 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, Paul da Silva, Arthur Lutz, Kofi Opong-Mensah

**Senators Absent:** Becky Brown, Jeff Cady, Joe Mueller, Shawn Purcell

**Guests:** Cari Torres-Benavides

- I. Approval and Adoption of the Agenda - **adopted with addition of urgent discussion item on WASC report due to exigent circumstances (Robinson/Muller) by all Senators present.**
- II. Reading and Approval of the Minutes of August 23rd, 2018 – **approved (Robinson/Willet) with corrections 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 update senators about the priority registration policies that some students brought to the attention of a Senator. The issue raised is regarding current students who find themselves a lower priority than new students who have completed matriculation. New students who have completed matriculation are 2<sup>nd</sup> priority for registration and continuing students who have completed matriculation are 3<sup>rd</sup> priority. President Pasquel reported that enrollment services will soon announce that all priority enrollment times have been moved earlier in the semester and that may take care of the concerns shared with the Senator. It is also possible that the Senate would like to propose flipping the current 2<sup>nd</sup> and 3<sup>rd</sup> priorities. That issue will be agendized for a future meeting so Senate can such a recommendation.
  - b) Vice President (Karen Robinson): VP Robinsons distributed organized binders to all senators an provided an orientation to the organization of the binders. VP Robinson also reminded Senators of important dates and deadline. UC Transfer Admission Guarantee (TAG) applications are due by the end of September. A Career Fair is scheduled on campus for September 18 and Transfer Day is scheduled for 10/22.
- V. Committee Reports
  - a) Curriculum - **NONE**
  - b) Academic Standards – **NONE**. President Pasquel reported that AP/BP first go to academic standards, then to Academic Senate and Senators should anticipate getting AP/BP later in the semester.
  - c) Other Senate Subcommittee and Governance Committee Reports
    - a. PRAC met: President Pasquel reported that new classified appointments are needed. Students are also needed for PRAC and Liam Campbell is helping look for students to serve. PRAC is engaged in budget work this Fall and less property tax income is anticipated. PRAC will be looking at ways to move and/or save money

- b. TECH met: President Pasquel reported that no Administrators or classified staff were in attendance. The committee discussed their charge.
- c. UPM: Senator Erdmann reported that the new ETUM seniority list was sent to all part time faculty. ETUM should see HR if they disagree with their placement on the list. If ETUM have complaint about the process negotiated to determine ETUM seniority, then they should contact UPM. In order for an ETUM to be classified in the new “Senior ETUM” category in the CBA, they must apply to HR for that designation. The deadline for those applications is October 1 but will be extended if HR has not been able to develop an application form in time. ETUM have 14 days to respond to schedule offerings before the next person will be offered those units.

VI. Consent Agenda

- a. Governance Committee Appointments - **NONE**

VII. Action Items - **NONE**

VIII. Discussion

- a. Academic calendar 2019/2020 – Assistant Vice President Torres- Benavides was present to respond to feedback and answer questions. Senators noted that the colors on the calendar legend did not match the colors on the actual calendar as regards FLEX and asked for correction. Concerns expressed in the Senate included: there is only one week of classes after Thanksgiving and before finals; Spring break half way through the semester has positive and negative impacts; Labor Day weekend as an instructional Saturday could be problematic. None of the concerns rose to a level that would block Senate from recommending that the proposed Academic Calendar for 2019-20 move on through the approval process and that recommendation was made.
- b. WASC report – President Pasquel reported that the WASC report is due to go before the COM Board of Trustees and needs to be posted by September 11. The report will be sent by email to all Senators and each should read and come prepared for discussion at next meeting. **Senators Erdmann & Robinson moved approval of the WASC report and it will be an action item for the next meeting**
- c. AP/BP 3260 Participation in Local Decision Making – College Council has already been told that the Academic Senate wants to discuss this BP/AP. Question Senators have is whether and how these BP/AP accommodate our robust participation in 10+1 issues. **Discussion to be continued at next meeting.**
- d. AP 7212 – Issue at hand concerns whether current AP offers sufficient faculty oversight in expedited hiring. **Discussion to be continued at next meeting.**

IX. New Business – On Sept. 13 there will be a presentation to the Senate regarding Sonoma State BS in Business Administration now available on COM campus

X. Adjournment: 2:00 pm

Future Business: Internal policies and procedures

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