

COLLEGE OF MARIN ACADEMIC SENATE
MEETING MINUTES
February 3, 2022
12:45 – 2:00 pm via Zoom

Senators Present: Maria Coulson, Meg Pasquel, Caitlin Rolston, Kyle Beattie, David King, Patricia Seery, Kevin Muller, Cara Kreit, Patty France, Kristin Perrone,

Senators Absent: None

Guests: none

- I. Approval and Adoption of the Agenda – **ADOPTED (France/ Muller) by all Senators present**
- II. Reading and Approval of the Minutes of December 9, 2021 — **APPROVED (Muller/ King) by all Senators (Abstained: Patricia Seery)**. Edits made: date should be changed from April to December 9, 2021.
- III. Public Requests to Address the Senate on Non-Agenda Items – **NONE**

- IV. Officers' Reports
 - a) President (Meg Pasquel) – President Pasquel reported on instructional and health and safety issues surrounding returning to campus. Misunderstandings abound around the use of Canvas and Zoom as COM returns to campus. Faculty do not have to use Canvas to teach or provide content, including recording lectures. Faculty should be cautious about creating extra prep for themselves, and should not tell students they will do Zoom all semester, which is not permitted. President Pasquel said that she would craft an email to go out to all faculty explaining expectations. 50% of office hours can be virtual, and f2f office hours require masks and social distancing (where possible). Masks are required: surgical, KN95, or N95. Initially surgical masks will be present in all classrooms for students. Testing is set up in the Health Center for exempt students, faculty, and staff. Additional testing Monday and Thursday in Kentfield, 10:00 to 2:30 behind the cafeteria in a trailer, for campus community. If faculty believe a student is sick they should remain calm, and suggest that they get tested. A suggestion: craft an agreement together with students and put it in syllabus as an addendum. Faculty should send an announcement about parking – parking is free, but students cannot park in marked places for faculty and staff. There is a fine for parking violations. Faculty can also take students on a campus tour during the first week. Faculty will be notified about students with exemptions; they have to do weekly testing and the symptom tracker. Any problems or issues should immediately be brought to the attention of the Academic Senate and/or Administration.
 - b) Vice President (Maria Coulson) – No report
 - c) Treasurer (Patricia Seery) —Treasurer Seery shared current budget documents (posted online with minutes). To date, there are \$400 dollars in the Office Supplies Budget, \$5,692.04 in the Travel and Conference Budget, and \$1,452.27 in the Dues and Membership Budget. In the account supported by monthly contributions from the faculty there is \$5,096.05.

- V. Committee Reports
 - a) Curriculum - No report
 - b) Academic Standards – No report
 - c) Other Senate Subcommittee and Governance Committee Reports
 - a. Technology (Caitlin Rolston) – No report
 - b. DEC (Maria Coulson)— No report
 - c. PRAC (Kristen Perrone)— SAS is being heavily used by students with mental health as opposed to learning differences, and is working on providing more psychological services. SAS received 170k in categorical funds for mental health and will be leveraging community partnerships such as with Side by Side to provide more psychological services. Recruiting is underway for another FT mental health faculty position. SAS is down 30% in services. There will be some increases in fees: parking permits will go up to \$45/semester (\$27 summer). Health fees will increase to \$23/semester (\$19 summer.) Bus Pass Fees will also be going up. Nonresident tuition will be \$280/unit. Non-resident capital outlay fee will be \$75. Money from college parking violations goes to the District.

State violations (handicap, over-the-line) go to State or DMV. The parking permit company went out of business, and COM is looking for a new vendor. Many use electronic systems, which reduce manpower required to ticket, relevant to COM Campus Policing Taskforce. Greg Nelson had said faculty and staff could begin to pay for parking fees to reduce load on students. Senator Perrone also mentioned that PRAC had discussed materials fees for courses. The college could begin to cover these fees with department budgets. Departments would receive this amount above their usual budgets. Departments that serve historically underserved students should pay special attention to this because fees are prohibitive. Senator Rolston mentioned that it would be good for the college to cover the book fees of ESLN students particularly the lower level students. Senator Seery mentioned that the Covid funding covering the tuition of students this semester did not extend to Noncredit ESL students and that this was an equity issue. Senator Pasquel was going to follow up on this.

- d. SLOAC (Cara Kreit) – Senator Kreit reported that a SLO flex session was well attended, and faculty want to make SLO reporting meaningful. Assessment is up from previous semesters.
- e. Educational Planning Committee (Cara Kreit): Senator Kreit reported that Nikki Harris reported on Equity Goal 2: Hiring. Conversations around policing are ongoing. Nikki Harris attends the state and local campus policing taskforces. Senator Kreit also added that Academic Senate discussions would make valuable contributions to the next strategic plan.

VI. Invited Guests - **NONE**

VII. Consent Agenda – **APPROVED (Coulson/Perrone) by all Senators present**

- a) Senate Secretary Appointment – Senator Rolston

VIII. Action Items - **NONE**

IX. Discussion

- a) Spring Updates — Most of these were discussed in President’s Report. Other concerns were that the exact reporting procedure is not clear for faculty when students notify they have COVID, and messaging and emails are still going to need clarification due to detailed, specific concerns. VP Coulson mentioned that she had questions about what constitutes close contact. It seems clear that this situation is complex and new issues will probably arise. There was concern about NC ESL students and their ability to use tools or receive messaging, even direct contact if it is via email. President Pasquel said she would raise these concerns and look into the procedures with COVID Oversight, President Coon, and VP Eldridge.
- b) Recruitment of Senators — President Pasquel explained that Academic Senate lost 3 senators and she can fill them via appointment according to bylaws. There are 2 FT and 1 PT position. President Pasquel requested that all senators recruit people for each position (at least 3) and ask them to join or run for election in Spring. Two new seats in addition to the three empty seats will also open up for the Spring election. Recruitment should take special interest in unrepresented areas, such as CTE (Career and Technical Education), life and earth sciences, math, and nursing. Senator Pasquel will approach first year full-timers to see if any of them want to serve on the AS. Senator Seery asked if the Academic Senate will be meeting on Zoom from now on. Currently the AS has special dispensation from the Brown Act, but it is unclear how long this can continue. President Pasquel suggested that AS meetings stay online until no longer permitted, and that she would investigate as to the amendment to the Brown Act and when it expires.

X. New Business –

- a) Academic Standards has met and Rietta Early will attend next week with APs and BPs. The AP/BP procedure has been streamlined: for legal changes, AS will not need to review.
- b) Senator Rolston will walk AS through Tech Plan after Technology Committee meets.

XI. Adjournment: 2:00 pm

For questions or information concerning the Academic Senate Minutes, please contact: Caitlin Rolston, AS Secretary:

crolston@marin.edu