COLLEGE OF MARIN ACADEMIC SENATE
MEETING MINUTES
December 9, 2021
12:45 – 2:00 pm via Zoom

Senators Present: Maria Coulson, Peggy Dodge, Meg Pasquel, Caitlin Rolston, Kyle Beattie, David King, Patricia Seery, Kevin Muller, Cara Kreit, Jessica Park, Patty France

Senators Absent: Kristin Perrone

Guests: none

I.   Approval and Adoption of the Agenda – **ADOPTED (Park/Muller) by all Senators present**
II.   Reading and Approval of the Minutes of December 2, 2021- **APPROVED (Coulson/Kreit) by all Senators present.**
III.   Public Requests to Address the Senate on Non-Agenda Items - **NONE**

IV.   Officers' Reports
   a)   President (Meg Pasquel) – Nothing to report
   b)   Vice President (Maria Coulson) – VP Coulson reported on AB361 which authorizes local agencies to use Zoom without concern for Brown Act if there is imminent risk to health or safety of attendees. Groups that fall under the Brown Act, such as the Academic Senate, need to renew the authorization every 30 days. The COM Board of Trustees is planning to authorize continued Zoom use per AB361. VP Coulson noted that the AS may want that flexibility and requested that the AS give President Pasquel permission to submit the necessary forms for continued Zoom option for AS meetings and for the Curriculum Committee. AC303 is booked for AS meetings in Spring 2022 and the TV in that room allows for Zoom participation.

V.   Committee Reports
   a)   Curriculum - No report
   b)   Academic Standards – No report
   c)   Other Senate Subcommittee and Governance Committee Reports
        a.   Technology (Caitlin Rolston) – Senator Rolston reported that the committee is working with Holley Shafer to design a survey to get meaningful feedback from faculty regarding technology use, ongoing needs, and needs for the future. Senator Rolston encouraged other senators to send her questions for inclusion in drafting the survey. Senator Rolston also reported that the committee has been hearing from ESL, SAS, and others regarding issues of equity and technology. The Technology Committee will be creating a Techquity Task Force subcommittee. Senator Rolston also reported on suggestions for assisting all to successfully get WiFi access on COM campuses. Individuals must install a certificate in the process of setting their device(s) up to access COM WiFi. Regularly, individuals must delete a previously installed certificate in order to successfully install a new one to continue accessing the COM WiFi. It is anticipated that many people will have issues connecting to COM Wifi upon return to campus. Information will be made available on how to delete and install the required certificates. The Technology Committee has recommended that instructional posters be created and posted in classrooms and common spaces as well.
        b.   PRAC (Meg Pasquel) – President Pasquel reported that SWAC presented new proposals to PRAC. SWAC will become the Career and Technical Education (CTE) Committee. Other proposals included having COM Counselors on site at high schools to support and increase dual enrollment. ESL weekend courses devoted to terminology of specific careers (landscaping, hospitality, etc.) are also proposed. Another proposal involved in-house training for faculty on a social justice pedagogical approach.
        c.   DEC (Maria Coulson) – VP Coulson reported that DEC is currently prioritizing Peer Online Course Review (POCR). Faculty have complained that the POCR process is too onerous.
        d.   SLOAC (Cara Kreit) – Senator Kreit reminded Senators that SLO assessment are due in eLumen by January 4 and that information has been sent to all faculty. Senator Kreit also reported that there are two applicants for SLOAC and that the unit allocation for Data Steward may be moved out of

the units that the AS allocates and become institutionally allocated units in recognition that the work is more of an institutional issue than an AS issue.

VI.   Invited Guests - **NONE**
VII.   Consent Agenda – **APPROVED (Coulson/King) by all Senators present**
       b)   Senate Secretary Appointment – Senator Park

VIII. Action Items - **NONE**

IX.   Discussion
       a) Welcome Back Communication – President Pasquel will be working with COM Administrators to send out communication to faculty about things to look into in preparation for return to on campus life. Those items include WiFi access, FOB's, hardware and software that faculty count on in offices and/or classrooms, bringing back things faculty borrowed from campus offices to set up home offices, office supplies, trash cans, whiteboard markers, etc. There has been an emphasis on the return to campus of the majority of faculty and it is important that we also acknowledge that faculty in many areas have been on campus for most of the pandemic. There is a 3-year requirement for faculty to keep student records and many returning faculty will have records that need shredding. SMN has a shredder and their may be one in Reprographics but Senators recommend that easily accessible, centrally located bulk shredders be make available for a while as we return to on campus work. Questions and concerns about transparency regarding how air filters will be requested and installed were raised.
       b) Spring Agenda Planning – Topics raised included AS sponsored forums where faculty returning from sabbatical will be invited to share their and disseminate their sabbatical project learnings, best practices for supporting students who are first coming into a college classroom, further exploration of issues of equity as it relates to college procedure, and transparency during this critical phase of new LRC design development.

X.   New Business - **NONE**

XI.   Adjournment: 2:00 pm

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