

College of Marin Academic Senate Minutes

December 1, 2022

Senators Present: Maria Coulson, Dave King, Caitlin Rolston, Patricia France, Patricia Seery, Alex Jones, Kristen Perrone, Sung-ji Schmidt, Kevin Muller, Cara Kreit, Kyle Beattie

Guests: Rinetta Early, Stormy Miller, Lauren Servais (EEO Advisory Council), Jeff Cady

Topic	Minutes
Agenda	Approved (Kreit/Muller)
Minutes from 11/3, 11/17	Deferred
Public Requests	None
Officers' Reports	
President's Report:	
<ol style="list-style-type: none">1. President Coulson met with President Coon about correct names (not legal names) being absent from faculty directory and office hours not being listed due to a supposed safety concern.2. Patrick (IT) wants to move away from Banner, but it's a multi-year project.3. President Coulson will appoint Logan Wood as PT to Senate, and Kyle Beattie to FT slot, starting in January 2023.4. AP4020 (CC) is going to the board in December. AP5055 is also going. Mici is thrilled with getting rid of the extra committee. Many legal changes are coming in the Spring. Regarding AP 4020: many APs with faculty responsibilities also go through the Union. President Coulson forgot to do this, but has spoken with Patrick Kelly about having a UPM-Senate rep. In meantime Maria and Patrick will meet more often unless a member of the UPM Executive Council wants to join Senate or vice versa.	
Vice President's Report:	
<ol style="list-style-type: none">1. Vice President King reported on the state-level activities and updates from the ASCCC below:<ol style="list-style-type: none">a. OER workshops offered throughout Decemberb. Chancellor's Office public meeting on AB 928 (Associate Degree for Transfer Intersegmental Implementation Committee) on 12/7c. Part-Time Faculty Symposium on 12/9d. 2023 Academic Academy on vicarious trauma in teaching next semester on 2/16-2/17	
Committee Reports	
Facilities (Jeff Cady): There have been two meetings this semester. Facilities Committee is working on project to designate site for donated benches (in memoriam of former employees). The big issue has been AC/Heating issues. They were asked by Dr. Coon to streamline procedures and revise the charge of the committee to incorporate that request. They are forming a subcommittee on that and would like Academic Senate feedback. UPM has an ad hoc committee on Health and Safety. Jeff will contact them <i>ex officio</i> . The revised charge will go through Senate. Supplies are back-ordered for over a year, which is not normal and should start to improve. The committee will keep pushing M&O to communicate more and to connect more	

with OIM to direct people to other rooms when needed. Jeff alerted the Senate that he will continue one more semester on the committee and then step down.

Academic Standards Committee (Rinetta Early): ASC met on Nov 22. Maria Coulson provided the committee with updates on separating ASC from CPC. The committee understands and approves. Rinetta and Jon Horinek will meet today to discuss a new AP/BP for College Petitions Committee and will report on that next week. At the Nov 22 meeting, the ASC discussed AP 2030 – Grading and Academic Symbols. They discussed possible symbols (such as CPL, credit for prior learning). Jon Horinek wants more time to look into it. AP 5530 – Students Rights and Grievances is ready to move on to AS. Will put on Agenda next week. Next meeting is Tuesday December 7.

TPC (Caitlin Rolston): The committee met and is in the final steps of writing a faculty technology survey. It will be run by Senate as soon as Holley makes some edits. TPC is almost finished with the 2022 update on the Technology Plan and is finalizing recommendations regarding the Techquity Ad Hoc Committee's recommendations. Some were either already resolved or were not within TPC's purview, but the others are being considered carefully and TPC will recommend that some move forward. There was also some talk of a big potential change with Banner that would take a lot of planning and would be implemented over several years.

PRAC (President Coulson): PRAC met and heard the facilities planning presentation from Isidro. They reviewed a memo going out to area requests about including the Equity Plan.

PLC (Cara Kreit): Flex proposal form is out, due next week. Convocation will be January 18th in Kentfield.

Sabbatical Committee (VP King): The committee met, made recommendations on this year's sabbatical applications, and the Board of Trustees will approve sabbatical awards soon.

Invited Guests: Stormy Miller, Lauren Servais EEO Advisory Council

The EEO Advisory Council was established in 2016. They just finished recruitment. The charge of the council is to understand EEO policies and procedures, sponsor training and events that promote EEO, nondiscrimination, diversity, and retention. Priority areas include a CC pipeline development, EEO reps on screening committees, visibility in college marketing materials that highlight our plan (for recruitment), and equitable hiring incentives (such as tuition reimbursement or childcare). EEO Council doesn't necessarily do these activities, but promotes their importance and documents institution-wide efforts.

The committee wanted to consult the AS on Priority 2: EEO reps in screening committees. This is part of 1019-2025 Educational Master Plan, and was put on hold during pandemic. All aspects of the hiring process should prioritize equity minded individuals who take ownership of racial equity gaps. EEO reps should be present during all hiring committee convenings.

What is still TBD is what is an EEO rep, and what would this function look like? What could it look like? We need partners to figure out what that is.

Some senators mentioned that all employees at College of Marin, and certainly everyone on a hiring committee, should be representing equity.

However, Stormy Miller said that periodically questions come up in screening committees about what is allowed and what is not, and it would be helpful if there was an individual (not a manager) with additional training to be a resource in the space.

Senator Muller: screening committees used to have HR reps, but now there aren't. They don't have enough staff.

Stormy Miller: this is an ongoing question. Different colleges do it differently. At some schools anyone can do it, and you go through an extensive training and get a certificate. We are early in the process and working to define roles and procedures.

Kristin Perrone: on Senate before COVID, we had a conversation about having an HR rep. Instead, there's a letter from Dr. Coon that must be read in the screening committee. Another issue is that not enough faculty are trained to be on a hiring committee.

Dean Servais said that in her experience at SRJC, there are benefits to having a cadre of people with special training. One is that you will get someone outside your department or discipline to serve on the committee.

The Senate discussed how everyone should have this responsibility, but it makes sense to also have a group of experts since HR can't serve on all committees.

AB 2449: Update to the Brown Act rules for teleconferencing in 2023

We are allowed to Zoom because of a state of emergency. State of Emergency ends February 2023. There are provisions to teleconference in case of "just cause" as long as we have a quorum in the LEA (local education agency). The old Brown Act says you have to be in a public access point to teleconference (meaning your home address would need to be published). Starting March 1st the rules will be different, but there must be a quorum in person. Mia is looking into it. The consequences for a Brown Act violation are that all decisions at the meetings in question become null and void.

AP 4026: Philosophy and Criteria for International Education

Edits don't seem related to procedure. The Senators were confused as to why these edits were added as they seem uncharacteristic of activities the College has focused on previously. Maria will speak with those involved to investigate further.

Wrap Up/Future business

Discussion of Minimum Qualifications

Adjourn

2:01 PM

For questions regarding minutes, please contact Academic Senate Secretary, Caitlin Rolston:
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