

COLLEGE OF MARIN MINUTES
ACADEMIC SENATE APRIL 11, 2024
CALL TO ORDER: 12:48 PM AC 303

Senators Present: Coulson, Cullen, Dunn, France, Jones, King, Kreit, Schmidt, Seery, Sethre, Wood

Senators Absent: Beattie, Perrone, Rolston

Invited Guests: Jon Horinek

- I. **Agenda:** Approved (Sethre/Cullen).
- II. **Minutes from 4/4:** Approved (Cullen/Sethre) with minor amendment: Senator Dunn was absent at the 4/4 meeting.
- III. **Public Requests:** None.
- IV. **Officers' Reports:**
 - a. **President:**
 - i. Received a recent memo from the administration making suggestions on moving forward with the back-end scheduling process (NOT the student-centered scheduling efforts). The main takeaways are to 1) get better software, and 2) schedule once per year. President Coulson and UPM President Patrick Kelly have provided feedback. Chairs have seen the proposal recently. Academic Senate members should pay careful attention. President Coulson will distribute and we will discuss this at our next meeting.
 - ii. Attended meeting with IT and vendor CDW about artificial intelligence (AI). CTO Patrick Ekoue-Totou is gathering information about other potential vendors. Faculty will have a role to play in policies and procedures related to AI.
 - iii. President Coulson has been asked to attend meet and greet with each of the eight candidates for Vice President of Student Learning and Student Success.
 - iv. A part-time Senate seat has been open for quite a while. Ron Oxford has volunteered to nominate himself and run for it in our upcoming elections.
 - b. **Vice President**
 - i. COM Academic Senate Nominations: Due by 5:00pm on Friday, April 12. Secretary Rolston will administer the elections since the Vice President's seat is opening.
 - ii. ASCCC Webinars:
 1. [Overview of Current Legislative and Budget Proposals](#), April 24
 2. [Building a Classroom of Care](#), May 1
 - iii. [ASCCC Plenary: Radicalizing Spaces of Possibility: Faculty Leadership in Vision 2023](#), April 18-20, San Jose
 - iv. [ASCCC 2024 Noncredit Institute](#): May 2-3, Anaheim

- v. [ASCCC CTE Regional Consortium - Bay Area](#): May 10
- vi. [ASCCC Faculty Leadership Institute](#): June 20-22, Palm Springs
- vii. [ASCCC Curriculum Institute](#): Curriculum Unmasked: Revitalize, Revamp and Reignite!, Hybrid, July 10-13, Pasadena
- viii. President Coulson and Vice President King have been contacted by faculty with concerns about the District asking for minimum numbers of finalists to be forwarded from screening committees. This is a 10+1 issue and will be coming to Senate for further discussion.

V. **Committee Reports**

- a. **Program and Resource Allocation Committee (Coulson)**: There has been confusion around scheduling, costs of unit proposals, part-time conversions, and budgeting.
- b. **Distance Education Committee (Coulson)**: A distance education plan will be coming soon to the Senate. DEC representatives have been invited to present at our meeting in two weeks.
- c. **Curriculum Committee (Cullen)**: Sara Malmquist-West will be reporting on common course number today, which will directly impact English and some other disciplines first.
- d. **Professional Learning Committee (Kreit)**: Employee appreciation luncheon is coming up May 22nd.

VI. **Resolutions for Plenary**

- a. President Coulson forwarded resolutions for the ASCCC Plenary to Senate and relevant to department chairs. Input on support or opposition to any of the statewide resolutions is welcomed.

VII. **AP/BPs**

- a. **BP 4240 Academic Renewal and AP 4240 Academic Renewal.**
 - i. At a previous meeting, Senator Beattie had brought up a concern about academic renewal eligibility. Dean Horinek addressed this, describing how students who fail a course three times may not repeat it and, according to the 2022-2023 catalog and recent practice in Enrollment Services, the third substandard grade could not be renewed. However, Education Code says students cannot repeat it but does not address renewal. It is unclear where the language in the 2022-2023 catalog came from. That language preventing renewal is not in the 2023-2024, so there may be a mismatch of practice and policy in Enrollment Services that will be easy to correct. From now on, students should be able to renew a third substandard grade.
 - ii. Senator Kreit inquired about future opportunities for training on how to handle incompletes. Dean Horinek reported that the vast majority of incomplete grades do not have accompanying incomplete forms, which can create significant problems for students and Enrollment Services, particularly if faculty assign incompletes and then go on sabbatical, retire,

or stop teaching at COM. Dean Horinek is working on an alternative process to resolve the issue and will keep the Senate updated.

- b. BP 4021 Program Revitalization and Discontinuance, AP 4021 Program Revitalization, and AP 4022 Program Discontinuance.**
 - i. President Coulson had distributed a draft revision of AP 4021 with the new title “Program Intervention.” The Senate offered suggested changes for clarity. President Coulson will implement changes and present a revised draft at our next meeting for discussion.
- VIII. Wrap Up/Future Business:** The Senate will not meet next week (4/18) due to the ASCCC Plenary. Our next meeting will be on 4/25.
- IX. Adjourn:** 2:00pm

For more information about College of Marin Academic Senate Minutes, please contact Academic Senate Secretary Caitlin Rolston at CRolston@marin.edu or 628-234-7695