

COLLEGE OF MARIN ACADEMIC SENATE MINUTES

May 7, 2026

CALL TO ORDER: 12:46 PM

LOCATION: AC 303

Senators Present: Maria Coulson, Gina Cullen, Luna Finlayson, Dave King, Cara Kreit, Kevin Muller, Ron Oxford, Caitlin Rolston, Rebecca Beal, Kristin Perrone, LyRyan Russell, Ian Sethre, Logan Wood, Kyle Beattie

Senators Absent: Alex Jones

Invited Guests: Meg Pasquel, Dana Emerson, Jonathan Eldridge

- I. **Agenda:** Approved (Muller/Perrone)
- II. **Minutes:** Edited and approved (Oxford/Beal).
- III. **Public Requests:** None
- IV. Officers Reports
 - a. President
 - i. Sean Nelson will be invited to fill the open part-time seat and is expected to attend the next meeting.
 - ii. Meg Pasquel is attending today as an invited guest.
 - b. The College has hired a nonprofit PR firm to produce a fundraising video.
 - c. VP
 - i. **Conferences & Learning Communities**
 1. [Advancing Open Education Together: An Intersegmental OER Summit](#), May 15th at UC Irvine.
 2. [GAAD Accessibility Workshop](#), May 21st online
 3. [Faculty Leadership Institute](#), June 11th-13th in Long Beach.
 4. [Online Teaching Conference](#), June 23rd-25th in Anaheim.
 5. [Curriculum Institute](#), July 15th-18th in Sacramento.
 - ii. Will attend cabinet meeting next Wednesday. Agenda is “next steps.” Asked for Senate feedback regarding that theme.
 1. Senators still have questions about the next steps of the AI counseling tool, and concerns that counselors and career office had not been consulted, nor was this flagged by the judges. Also raised were concerns about statistics in the presentation the winner gave to board – they appear to be state-wide, not COM-specific.
 2. DEC and AI – there is concern that the needs are being conflated as one.
 3. Senators encourage to reach out with other concerns or questions.
- V. Committees
 - a. PRAC: Meg Pasquel, new co-chair, thanked the Senate for appointing her and asked the Senate to vet a memo to Jonathan Eldridge. She will request that Dr. Emerson co-sign before it is sent.
 - i. The intended PRAC process is that PRAC writes a memo and the President responds; this practice has lapsed. Eldridge sent a memo, but it was not the comprehensive list PRAC needs for the midterm report and accreditation. Both documents — PRAC's memo and the President's response — need to be posted on the website.
 - ii. Meg met with Dr. Eldridge and Dr. Emerson yesterday. Eldridge expressed support for PRAC focusing on the broad picture rather than minutiae. PRAC should be informed of new or changed positions for discussion; fungible positions may be informational only. Meg noted the goal is to tighten communication between Program Review and PRAC, and the committee will make changes necessary for Program Review to function.
 - iii. She emphasized that DE, AI, and accessibility need to be treated as distinct. She also asked that mandatory legislative changes route through PRAC, and that PRAC be informed of associated funding and budget managers.

- iv. Eldridge has established an innovation fund to support continued work. PRAC will need the rubric, dissemination plan, funding decisions, and outcomes. 10+1 matters must come through Senate. Application process also needs to be formalized and disclosed.
 - b. Curriculum. The committee heard from Tim Wat, Business Chair, regarding the Hospitality program, which has been flagged for low enrollment and success rates. Revisions are complete; Wat requested an additional year. The committee asked for a departmental commitment to continued dialogue regarding pathway, scheduling frequency, and enrollment, and requested a return visit next fall.
 - i. Maria Coulson asked Alina Varona during her PRAC visit about the program; Varona indicated she is giving Hospitality additional time before initiating revitalization. The committee granted the additional year.
 - ii. The committee also conducted training on Title 5 changes to CORs. Implementation will be college-wide; monitoring is an administrative function (CIO: Dr. Emerson), not a Curriculum Committee or Senate responsibility.
 - iii. CNA program: senators noted confusion and frustration regarding admissions procedures and concerns about transparency and apparent delays. Course listings and processes are not clear for counselors or students.
 - c. Program Review: Logan Wood walked Senators through additions and changes to the template, asked for feedback next week. She's putting it into Insights, which will be a learning curve, but facilitators will have access to guide departments through it.
- VI. DEC: The committee wants to pilot Harmonize, a multimodal online discussion tool, that looks like an improvement on discussions in Canvas, and more fully integrated than Perusal. Senators approved.
- VII. Awards – closed session.
- VIII. Faculty gifts – The fund is being spent down faster than donations replenish it. Approximately \$2,900 will be spent on retirement gifts this round. Eight faculty members have over 30 years of service. The fund has at least another year, though the per-person gift amount could be reduced to \$100 if needed.
- IX. APs and BPs – Edits were primarily capitalization corrections. Some confusion arose over incorrect files being circulated. Jon Horinek has pulled an AP related to auditing in order to propose a change: registration would be permitted during the first two weeks of the semester rather than only after census. He will return to next week's meeting.
- X. **Monthly Visit: Dr. Dana Emerson and and Dr. Jonathon Eldridge.**
 - a. Dr. Emerson revisited the work of DEC, the AI Community of Practice, and the AI ad hoc group, noting that all three addressed overlapping issues and arrived at similar recommendations. The principal recommendation across all three was the formation of a committee to address AI use at the college — in classrooms, governance, and monitoring. TPC determined that a subcommittee would be the appropriate structure to include all college constituents; because TPC is a subcommittee of PRAC, this ensures college-wide representation.
 - b. DEC recommendations also emphasized accessibility. Dr. Emerson shared the DE recommendations with the AVP of Counseling and SAS to determine whether parallel work is already underway. State funding may be available for captioning of public-facing materials. The State Chancellor's Office provides training; Dr. Emerson has asked that it be reviewed and made available to faculty through PLDC.
 - c. **Program Review.** Dr. Emerson noted that most department chair and coordinator meetings this semester were given over to Program Review. She asked where things stand and how she can support the work. Maria Coulson indicated the Senate will continue funding Program Review facilitators.
 - d. **Make-up Testing.** Dr. Emerson noted that SAS has limited capacity for make-up testing, which does not meet faculty needs for students with approved accommodations. The largest demand is from the sciences, and the Math Department has developed its own approach. She asked the Senate to consider how to address this.
 - i. Senators suggested establishing a testing center and joining an online proctoring network, particularly given the move toward hybrid instruction. Santa Rosa currently hosts the nearest testing center for online classes. Dr. Emerson noted that proctors must be certified but that the institution can define its own criteria, and expressed strong support for the “great idea” — while

asking that faculty and departments determine other measures independently to deal with the end of this particular semester.

- ii. Senators also noted that English colleagues are doing increasing amounts of in-class writing for both DE and in-person sections, and projected growing need in coming years.
- iii. President Eldridge recalled prior testing center operations at COM and noted that varied needs across faculty in terms of test format, requirements, and late policies created challenges, since staff could not be responsible for academic rigor components of testing. He emphasized the need for a planning conversation before any implementation.
- iv. Federal Work Study students could be trained and certified by the college's own standards to proctor make-up tests.

XI. **Adjourned:** 2:00 PM

For more information about COM Academic Senate Minutes, contact Senate Secretary Caitlin Rolston, crolston@marin.edu