COLLEGE OF MARIN
ACADEMIC SENATE
MEETING MINUTES
August 31, 2017

12:45pm – 2:00pm   Academic Center Building, Room 303

Senators Present: Meg Pasquel, Becky Brown, Jeff Cady, Karen Robinson, Andrea Wang, John Erdmann, Karen Koenig, Kevin Muller, Patricia Seery, Peggy Dodge

Senators Absent: Arthur Lutz, Joe Mueller

Guests: A Joe Ritchie, Laurie Ordin, Jonathan Eldridge

Minutes

I.   Approval and Adoption of the Agenda with changes: **adopted (Robinson/Seery) by all Senators present**

II.   Reading and Approval of the Minutes of August 24, 2017 : **approved with changes (Robinson/Dodge) by all Senators present**

III.   Public Requests to Address the Senate on Non-Agenda Items: **none**

IV.   Officers' Reports

   a. President (Meg Pasquel): President Pasquel distributed and explained a list of topics that she would like discussed and policies created. The topics include hiring committees and committee appointments, along with future discussion topics such as the zero cost textbooks program, student progress reports, and SAS accommodations.

   b. Vice President (Karen Robinson): **none**

V.   Committee Reports

   Curriculum Committee (A Joe Ritchie): Tomorrow (September 1st) is the deadline for submitting CORs for this academic year. Currently there are approximately 100 CORs that the committee is reviewing. The revised format for the CC meetings include the technical review process from 2-3pm, with the meeting called to order at 3pm. Susan Rahman will attend the meeting today to report on the Zero Cost Textbook program.

Academic Standards Committee (Rinetta Early): **none**

Governance Committees: **none**

UPM Report (Arthur Lutz): Senator Erdmann extends his best wishes to Arthur Lutz. Next Friday (September 8th) at 11:00am there will be a UPM open forum regarding the bargaining update. The meeting will be held in the Information Literacy Classroom in the KTD Library.

VI.   Consent Agenda
   a. Governance Committee Appointments: Erik Dunmire to join the DE Committee and Patricia Hulin to join the IEC: **consent by all Senators present**
   b. Shared Governance Committees: Distribution of the COM committee list: **consent by all Senators present**

VII.   Action Items
   a. **none**

VIII.   Discussion
   a. Jonathan Eldridge – Program Review: VPSL Eldridge discussed the need to improve the College's program review process. The last few years there have been discussions by department chairs and PRAC regarding the best type of template to use in order to make the PR process more useful. Data Dashboard should be used more, along with more discussions needs to take place about the data and how it ties in with the SLOs. The new E-lumen program that the College has adopted can house the PR template. The budget requests that are currently done through the "mini" PR template should be linked more with the larger PR process. The PR recommended templates will be sent to the Academic Senate for feedback and approval. Some concerns were raised by Senators regarding that SLO analysis should be anonymous for faculty, and that the SLO data should not be tied to the faculty evaluation process.
   b. Senate appointments: Discussion ensued as to the Senate by-laws regarding absenteeism, and if the by-laws need to be updated to ensure equality. There was also discussion as to the filling of the open Senate seats.
   c. Internal policies and procedures: **deferred**
   d. Academic Calendar: The UPM/District 2018-2019 Academic Calendar was distributed.

IX. Adjournment: 2:05pm

For questions or information concerning the Academic Senate Minutes, please contact: Becky Brown, AS Secretary: bbrown@marin.edu