

# 2024-2025

# Participatory Governance System Digest

*Published by the Office of Planning, Research, and Institutional Effectiveness*



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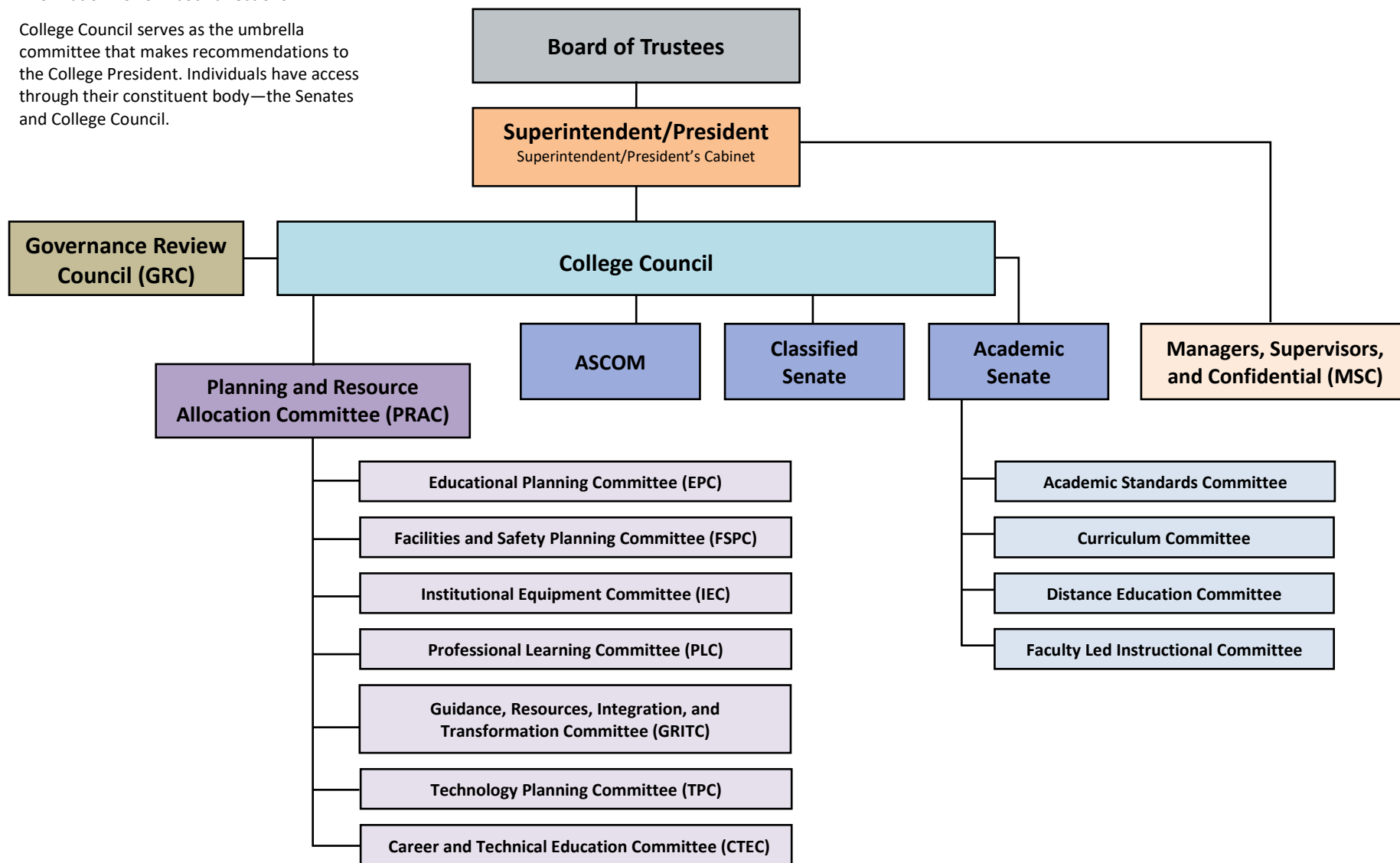
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College of Marin's Participatory Governance System consists of nine standing committees and councils composed of faculty, staff, and students.

Recommendations flow up from the committees.

Information flows in both directions.

College Council serves as the umbrella committee that makes recommendations to the College President. Individuals have access through their constituent body—the Senates and College Council.



**2024-2025 Governance Digest: *Governance in Action***

The Participatory Governance System (PGS) Governance Digest, published by the Office of Planning, Research, and Institutional Effectiveness, provides information about the College's participatory governance committees. Using a summary provided by each committee, this issue documents 2024-2025 governance committee activities and recommendations, as well as resulting actions taken and committee updates.

See the [Participatory Governance Web Page](#) for more information about the College's Participatory Governance System including the PGS Plan and links to each participatory governance committee's web page. PGS committee web pages include the committee's charge and responsibilities, membership list, meeting schedule, committee agendas and minutes.

## College Council (CC)

**Chair:** Superintendent/President Jonathan Eldridge (*Designated by position*)

**Primary Charge:** College Council serves as an advisory group to the Superintendent/President for Board Policies and Administrative Procedures and College goals, plans and priorities. The College Council also acts as a two-way communication vehicle for recommendations and proposals that come through the participatory governance system and serves as a clearinghouse for information.

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS/UPDATES
<ul style="list-style-type: none"> <li>College Council met 9 times during the 2024-25 academic year.</li> <li>At the initial meeting, the Council reviewed its charge and responsibilities.</li> <li>Throughout the academic year the Council received and reviewed information from the Superintendent/President, management, and constituent groups related to College plans, activities, programs, and initiatives. The Council provided input and recommendations to staff and the President, including how to improve the Participatory Governance System.</li> <li>The Council discussed a variety of topics related to planning and governance, including: forming a Housing Coalition, creating an Environmental Action Committee, the Visual Identity, Centennial Planning Update, the <a href="#">Participatory Governance System (PGS) Plan</a>, the role of the <a href="#">Governance Review Council (GRC)</a>, adding a standing GRC item to the agenda, development of Plan 2030: Defining Our Future, status of a Native Engagement and Land Acknowledgement and collaborative, meaningful engagement with the Native American and Tribal Community, Communication Coordination across Constituent Groups and Committees, Executive Orders and Rule Changes, Environmental Mitigation Projects, Affordable Educator Housing, proposal for an Accreditation Steering Committee, ESCOM's Role at College of Marin, and possible BoardDocs to Diligent Community Migration.</li> </ul>	<ul style="list-style-type: none"> <li>BP 2015 Student Trustee (twice)</li> <li>BP 2110 Vacancies on the Board</li> <li>BP 2200 Board Duties and Responsibilities</li> <li>BP 2305 Annual Organizational Meeting</li> <li>BP 2310 Regular Meetings of the Board</li> <li>BP 2315 Closed Sessions (twice)</li> <li>BP 2340 Agendas (twice)</li> <li>BP 2355 Decorum</li> <li>BP 2410 Board Policies and Administrative Procedures</li> <li>BP 2431 Superintendent/President Selection</li> <li>BP 2432 Superintendent/President Succession</li> <li>BP 2435 Evaluation of the Supt-Pres</li> <li>BP 2200 Board Duties and Responsibilities</li> <li>BP 2220 Committees of the Board</li> <li>BP 2330 Decorum/Conduct</li> <li>BP 2365 Recording</li> <li>BP 2430 Delegation of Authority to President</li> <li>BP 2715 Code of Ethics and Standards of Practice</li> <li>BP 2740 Board Education</li> <li>BP 2745 Board Self-Evaluation</li> <li>BP 3250 Institutional Planning</li> </ul>

<ul style="list-style-type: none"> <li>• <b>Recommendations included:</b> <ul style="list-style-type: none"> <li>○ Review of the Participatory Governance Plan, Committees, and updates of committee membership, agendas, and materials on the committee websites and internally</li> <li>○ Endorsing the formation of the Environmental Action Committee, exploring the Joint Partnership Authority (JPA) for Affordable Educator Housing</li> <li>○ Meaningfully and openly discussing governance and constituent engagement at meetings</li> <li>○ Value of transition binders for PGS and the Senates for continuity of the committees' work</li> <li>○ Role of the College Council in contributing to ways for constituent governance engagement</li> <li>○ Policies and procedures were approved unanimously</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• BP 3433 Prohibition of Sexual Harassment under Title IX</li> <li>• BP 3550 Drug and Alcohol-Free Environment Drug Alcohol Abuse Program</li> <li>• BP 3570 Smoke-Free Learning and Working Environment</li> <li>• BP 3600 Auxiliary Organizations</li> <li>• BP 3820 Gifts</li> <li>• BP 3840 Fund Raising</li> <li>• BP 3900 Speech: Time, Place, and Manner</li> <li>• BP 3050 Institutional Code of Ethics</li> <li>• BP 3225 Institutional Effectiveness</li> <li>• BP 3250 Institutional Planning</li> <li>• BP 3433 Prohibition of Sexual Harassment under Title IX</li> <li>• BP 3440 Service Animals</li> <li>• BP 4100 Graduation Requirements for Degrees and Certificates</li> <li>• BP 4110 Honorary Degrees</li> <li>• BP 4231 Grade Changes</li> <li>• BP 4240 Academic Renewal</li> <li>• BP 5400 Associated Students Organization</li> <li>• BP 5500 Standards of Conduct</li> <li>• BP 6100 Delegation of Authority</li> <li>• BP 6307 Debt Issuance and Management</li> <li>• BP 6320 Investments</li> <li>• BP 6400 Financial Audits</li> <li>• BP 6450 Wireless or Cellular Phone Use</li> <li>• BP 6500 Property Management</li> <li>• BP 6900 Bookstore</li> <li>• BP 7230 Classified Employees</li> <li>• BP 7250 Educational Administrators</li> <li>• BP 7260 Classified Supervisors and Managers</li> <li>• BP 7290 In-State Employment (NEW)</li> <li>• BP 7385 Salary Deductions</li> </ul>
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	<ul style="list-style-type: none"> <li>• AP 3415 District Response to Immigration Enforcement Actions</li> <li>• AP 3430 Prohibition of Harassment</li> <li>• AP 3433 Prohibition of Sexual Harassment Under Title IX</li> <li>• AP 3434 Responding to Harassment Based on Sex under Title IX</li> <li>• AP 3435 Discrimination and Harassment Procedures (twice)</li> <li>• AP 3501 Campus Security and Access</li> <li>• AP 3530 Weapons on Campus</li> <li>• AP 3540 Sexual and Other Assaults on Campus</li> <li>• AP 3550 Drug and Alcohol-Free Environment</li> <li>• AP 4021 Program Revitalization and Intervention</li> <li>• AP 4100 Graduation Requirements</li> <li>• AP 4105 Distance Education</li> <li>• AP 4231 Grade Changes</li> <li>• AP 5020 Non-Resident Tuition</li> <li>• AP 5040 Student Records and Directory Information</li> <li>• AP 5011 Admission of High School and Other Young Students</li> <li>• AP 5030 Fees</li> <li>• AP 6535 Use of District Equipment</li> <li>• AP 6570 Integrated Pest Management</li> <li>• AP 7145 Personnel Files</li> <li>• AP 7150 Evaluation</li> <li>• AP 7212 Temporary Faculty (twice)</li> <li>• AP 7346 Employees Called to Military Duty</li> <li>• AP 7380 Retiree Health Benefits</li> </ul> <p><u>Policies and procedures reviewed without substantive revisions:</u></p> <ul style="list-style-type: none"> <li>• BP 2000 Board Title and Authority</li> <li>• BP 2010 Board Membership</li> <li>• BP 2100 Board Elections</li> <li>• BP 2105 Election of Student Trustee</li> <li>• BP 2210 Officers</li> </ul>
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	<ul style="list-style-type: none"> <li>• BP 2305 Annual Organizational Meeting</li> <li>• BP 2310 Regular Meetings of the Board</li> <li>• BP 2320 Special and Emergency Meetings</li> <li>• BP 2330 Quorum and Voting</li> <li>• BP 2340 Agendas</li> <li>• BP 2345 Public Participation At Board Meetings</li> <li>• BP 2350 Speakers</li> <li>• BP 2360 Minutes</li> <li>• BP 2430 Delegation of Authority to President</li> <li>• BP 2431 Superintendent-President Selection</li> <li>• BP 2435 Evaluation of the Superintendent-President</li> <li>• BP 2610 Presentation of Initial Collective Bargaining Proposals</li> <li>• BP 2710 Conflict of Interest</li> <li>• BP 2716 Political Activity</li> <li>• BP 2717 Personal Use of Public Resources</li> <li>• BP 2720 Communications Among Board Members</li> <li>• BP 2725 Bd Member Compensation</li> <li>• BP 2730 Bd Member Health Benefits</li> <li>• BP 2735 Board Member Travel</li> <li>• BP 2750 Board Member Absence from the State</li> <li>• BP 2800 Naming of Buildings and Facilities</li> <li>• BP 3100 Organizational Structure</li> <li>• BP 3200 Accreditation</li> <li>• BP 3260 Participation in Local Decision Making</li> <li>• BP 3275 Operational Reports</li> <li>• BP 3280 Grants</li> <li>• BP 3300 Public Records</li> <li>• BP 3310 Records Retention and Destruction</li> <li>• BP 3415 District Response to Immigration Enforcement Actions</li> <li>• BP 3500 Emergency Preparedness</li> <li>• BP 3505 Emergency Operations</li> </ul>
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|  | <ul style="list-style-type: none"><li>• BP 3510 Workplace Violence Plan</li><li>• BP 3515 Reporting of Crimes</li><li>• BP 3518 Child Abuse Reporting</li><li>• BP 3520 Local Law Enforcement</li><li>• BP 3530 Weapons on Campus</li></ul> |
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**Governance Review Council (GRC)**

**Co-Chairs:** Dave King – English and Humanities Instructor, Katherine Hsiaw - Student

**Primary Charge:** The Governance Review Council will monitor and evaluate the governance process to ensure that: The system’s processes are open, transparent and equitable; Governance committees adhere to the guidelines outlined in the Participatory Governance System Plan; Committees fulfill their charges effectively; Committee members regularly communicate with their constituent group; Recommendations are consistent with the mission of the College and reflect a core commitment to anti-racism; The College actively maintains its participatory governance system.

**ACTIVITIES/RECOMMENDATIONS**

**RESULTING ACTIONS/UPDATES**

<p><b>Meetings and Topics</b></p> <ul style="list-style-type: none"> <li>• 10 meetings and 1 Flex presentation</li> <li>• Topics addressed included: clarification of GRC’s role, coordination across PGS committees, survey development, systemic governance issues (e.g., transparency, communication, and leadership continuity), new proposals for PGS committees, PGS outreach &amp; recruitment strategies, strategic goal development.</li> </ul> <p><b>Goals from Fall</b></p> <ul style="list-style-type: none"> <li>• Ensure that all committee members understand the role of GRC and PGS</li> <li>• Prioritize objectives</li> <li>• Communicate issues to College Council</li> <li>• Communicate with other committees</li> <li>• Develop a centralized list of PGS members, chairs, and resources</li> <li>• Provide outreach on behalf of the PGS system</li> </ul>	<p><b>Results</b></p> <ul style="list-style-type: none"> <li>• Selected chairs through an election</li> <li>• Presented on PGS at Spring 2025 flex</li> <li>• Surveyed PGS committees</li> <li>• Analyzed and disseminated results to College Council and relevant committees</li> <li>• Elevated shared governance concerns including transparency, leadership selection, unclear committee roles, and inconsistent participation</li> <li>• Initiated systemic recommendations, including revisions to committee charges and improved onboarding structures</li> <li>• Reestablished GRC as a visible coordinating body in the governance ecosystem</li> <li>• Discussed and made recommendations on two proposed PGS committees (Accreditation Standards Committee and Environmental Action Committee)</li> <li>• Circulated information on PGS and tabled at Course Fest</li> <li>• Incorporated PGS as an agenda item at all College Council meetings</li> <li>• Coordinated with EPC on GRC’s role in strategic goal development</li> </ul>
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	<ul style="list-style-type: none"> <li>• Drafted self-evaluation of GRC’s work during the 2024-2025 academic year</li> </ul> <p><b>Recommendations for 2025-2026 Academic Year</b></p> <ol style="list-style-type: none"> <li>1. Recruit New members needed for the committee: 2 students and 2 faculty</li> <li>2. Hold chair elections</li> <li>3. Follow up on recommendations from the survey and Participatory Governance Evaluation:             <ul style="list-style-type: none"> <li>• Develop self-evaluation template and process for PGS committees to complete annually</li> <li>• Refine and Narrow GRC’s Scope                 <ul style="list-style-type: none"> <li>○ Review and update the GRC charge to focus on a realistic set of responsibilities</li> <li>○ Prioritize 2–3 key initiatives for the year, such as updating the PGS Plan, revising committee charges, and improving inter-committee communication</li> </ul> </li> <li>• Improve Cross-Committee Communication                 <ul style="list-style-type: none"> <li>○ Assign GRC liaisons to attend one meeting per semester of each major PGS committee</li> <li>○ Create a standing “PGS Coordination” item on every GRC agenda</li> </ul> </li> <li>• Track and Support Implementation of Survey Recommendations                 <ul style="list-style-type: none"> <li>○ Follow up with committees to support and track implementation of the recommendations from the Spring 2025 PGS Evaluation Report</li> <li>○ Develop a simple tracking document to monitor progress and report back to College Council and GRC members</li> </ul> </li> <li>• Increase Meeting Impact</li> </ul> </li> </ol>
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	<ul style="list-style-type: none"><li>○ Consider adding 1–2 extended or additional meetings in Fall and Spring to allow for strategic planning and evaluation</li><li>○ Revisit meeting norms to ensure inclusive and focused discussion, especially with the addition of new members</li></ul>
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**Planning and Resource Allocation Committee (PRAC)**

**Co-chairs:** Jonathan Eldridge, Asst. Superintendent/Vice President of Student Learning and Student Services, and Maria Coulson, Academic Senate President (*Designated by position*)

**Primary Charge:** The Planning and Resource Allocation Committee provides oversight and makes recommendations for institutional planning and resource allocation, linking program reviews and strategic planning to the resources needed to accomplish College goals. The committee reviews all plans and recommendations made by participatory governance committees and ensures their compliance with Board policy and planning priorities. PRAC: Ensures that the College’s planning process supports student success; Aligns College plans and the budget process with Board goals and priorities; Ensures that the planning process is broad-based, offers opportunities for input by appropriate constituencies, allocates necessary resources, and leads to improvement of institutional effectiveness; Prepares planning recommendations and decisions consistent with the Education Code, the mission, vision and values of the College, accreditation standards, and strategic institutional planning priorities; Reviews and makes recommendations for long-term budget planning, revenue and expense assumptions, the tentative budget, and resource allocations, including from supplementary sources; Reviews and makes recommendations for adjustments between approved funding and actual expenditures.

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS/UPDATES
<ul style="list-style-type: none"> <li>• Recommendations to the President are outlined in a memo and are posted on our website.</li> <li>• PRAC reviewed reports from budget managers that outlined a review of their areas and requests for the 25-26 year.</li> </ul>	<ul style="list-style-type: none"> <li>• Memo sent to the President</li> </ul>

### Educational Planning Committee (EPC)

**Chair:** Holley Shafer, Director of Institutional Effectiveness

**Primary Charge:** The Educational Planning Committee operates as a subcommittee of the Planning and Resource Allocation Committee and is responsible for coordinating and setting goals for planning broad educational endeavors at the College. Planning for specific programs and disciplines should continue to be developed at the departmental level, pursuant to the broad parameters of the Educational Master Plan. The Committee will utilize the resources and expertise of the Offices of Student Learning, Student Services and Planning, Research and Institutional Effectiveness (PRIE).

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS/UPDATES
<p>This year, EPC’s activities revolved around developing the next 5-year Educational Master Plan, “<i>Plan 2030: Defining Our Future.</i>” Development activities included:</p> <ul style="list-style-type: none"> <li>• Review of student progress and outcomes data, student and employee surveys, and other operational data points</li> <li>• Review and alignment of planned goals and strategies with the CCCCO’s Vision 2030 and ACCJC accreditation standards</li> <li>• Convening three collegewide forums to collect generative input and feedback</li> <li>• Review and discussion of feedback from PGS committees, the Board of Trustees, and various faculty and staff</li> </ul>	<ul style="list-style-type: none"> <li>• The EPC adopted a new structure for the EMP/SP, focusing on three strategic priorities: Be the Best Place to Study and Learn, Be a Great Place to Work and Grow, and Be a Catalyst for Positive Community Change. The new approach will include fewer, broader 5-year goals and annual implementation plans which the EPC will review and update each year, allowing for greater flexibility and fostering innovation and collaboration across the College.</li> <li>• The EPC recommended a final Plan 2030 that included ten 5-year goals and various implementation strategies for each goal. The plan will be presented to the Board of Trustees in September for final approval.</li> </ul>

**Facilities and Safety Planning Committee (FSPC)**

**Chair:** Klaus Christiansen, Director of Facilities Planning and Maintenance & Operations and Sadika Sulaiman Hara, Director of Student Services - Activities & Advocacy

**Primary Charge:** The Facilities Planning Committee operates as a subcommittee of the Planning and Resource Allocation Committee (PRAC) to ensure faculty, staff and student involvement in the planning, design, construction, upkeep and use of College-owned facilities to foster student success.

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS/UPDATES
The FSPC met 4 times over the last semester, and the primary focus of conversation was whether the committee should transition to the Environmental Action Committee. After much deliberation it was decided that the FSPC should remain as a committee and a new EAC should be formed.	<p>A draft charge for the new committee was developed, reviewed and sent along to GRC for review and edits.</p> <p>Chair Klaus Christiansen met with and presented the new charge to the GRC where it was accepted.</p> <p>The committee currently has two managerial appointments and is awaiting appointments from Academic Senate, Classified Professional Liaison Committee and Associated Students of College of Marin.</p>

**Institutional Equipment Committee (IEC)**

**Chair:** Dana Emerson, Asst. Superintendent/Vice President of Student Learning and Success

**Primary Charge:** The College Institutional Equipment Committee operates as a subcommittee of the Planning and Resource Allocation Committee to ensure faculty, staff and student involvement in recommending allocations for institutional equipment. The Committee will make recommendations to the Planning and Resource Allocation Committee regarding the specific institutional equipment allocations. Standard forms will be used and proposals will be elicited from every department. Requestors will send copies to the supervising Dean/Manager.

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS/UPDATES
<ul style="list-style-type: none"> <li>• The IEC met 3 times during the 2024-2025 academic year.</li> <li>• At the initial meeting, the committee reviewed its charge and responsibilities.</li> <li>• The committee reviewed 100 individual requests from 15 departments.</li> <li>• The committee was unable to approve all the requests as there wasn't enough funding, so the committee made decisions based upon its listed responsibilities and criteria.</li> </ul>	<ul style="list-style-type: none"> <li>• The results of the committee's review were reported to the Planning and Resources Allocation Committee (PRAC) at the May 19, 2025 meeting.</li> </ul>



**Guidance, Resources, Integration, and Transformation (GRIT) Committee**

**Chair:** Becky Reetz, Director of EOPS, CARE & CalWorks

**Primary Charge:** The Guidance, Resources, Integration, and Transformation (GRIT) Committee operates in collaboration with PRAC and the Academic Senate to support College of Marin's commitment to providing equitable opportunities and fostering success for all members of our diverse community. GRIT reviews institutional plans, program reviews, and data to ensure that antiracist practices, equity, and access are embedded in all plans and programs and that resources and efforts support overall student success.

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS / UPDATES
<ul style="list-style-type: none"><li>No entries available for this Academic Year</li></ul>	<ul style="list-style-type: none"><li>No entries available for this Academic Year</li></ul>

### Technology Planning Committee (TPC)

**Co-Chairs:** Heather Rahman, Program Coordinator, Strong Workforce and Tessa Loegering, Administrative Assistant III, Maintenance and Operations

**Primary Charge:** The Technology Planning Committee (TPC) operates as a subcommittee of the Planning and Resource Allocation Committee (PRAC) to assure students, staff and faculty involvement in technology planning and provide guidance for major technological decisions. The TPC upholds the ground rules and guiding principles of PRAC. The TPC evaluates existing and new technology ideas and plans to promote equity-mindedness and antiracism, knowing that this work is ongoing and must be done at individual and structural levels. The Committee will make recommendations to the Planning and Resource Allocation Committee regarding technology-related issues

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS / UPDATES
<p>In the 2024-25 academic year, the TPC committee implemented several key initiatives:</p> <ul style="list-style-type: none"> <li>Encouraged awareness: We discussed the College of Marin Voluntary Product Accessibility Template (VPAT) and the importance of this software vetting process for faculty and staff.</li> <li>Gained diverse insights: We invited guests from the ELS department, the Welcome Center, and students with varied majors and educational goals to share their technology challenges. This helped us understand the significant gap between tech-savvy students and those who struggle with computers, Wi-Fi access, and online accounts.</li> <li>Explored AI: We discussed the applications, pitfalls, and advantages of AI.</li> <li>Developed a new COM Technology Plan: We established guidelines, a timeline, and an outline for its creation.</li> <li>Standardized Genius Bar support: This tech support is now consistently offered to students during the first week of each Fall and Spring semester.</li> <li>Reviewed IT operations: We reviewed IT's yearly operational plans and provided feedback.</li> <li>Improved Wi-Fi communication: We provided IT with suggestions for more visible messaging regarding Wi-Fi connection.</li> </ul>	<p>The following are ongoing or resulting actions taken by the TPC:</p> <ul style="list-style-type: none"> <li>Advocate for necessary technology: To mitigate challenges students face during applications and registration—particularly those lacking personal email, cell phones, or Wi-Fi—we advocate for necessary technology and complimentary support. The committee will share this information with appropriate channels to raise awareness and instigate improvements in processes and educational support as we become aware of such issues.</li> <li>Create the new 5-year Technology Plan for College of Marin aligning with Vision 2030 and forthcoming COM Education Plan.</li> <li>Provide support whether communication outreach or other means within COM for document transitions from SharePoint to other applications.</li> </ul> <p>Lend support toward the development of COM policies or guidelines in regard to Artificial Intelligence.</p>

The committee recommends:

- Increase support for ESL students: Consider translation services, tools, and training for student-facing staff who closely work with ESL students. Google Translate is limited, especially when supporting students remotely.
- Improve the user interface of the COM website, including expanding and maximizing keyword search and integrating AI-powered search bots.
- Provide a continuous “Student Experience Survey”, a dashboard for real-time service feedback.
- Continue Certiport for technical business application training and certifications for students and possibly offer AI training.
- Hire additional IT staff and potentially utilize on-the-job training opportunities allowing students to earn college credit simultaneously.
- Bridge the technological divide among students: We recommend the College of Marin to provide basic computer keyboard classes and provide continual support for navigating the internet and online accounts/portals.

### Professional Learning Committee (PLC)

**Co-Chairs:** Cara Kreit, English Instructor and Alyssa Graff, Program Coordinator, Classified Professional Development

**Primary Charge:** The Professional Development Committee operates as a subcommittee of the Planning and Resource Allocation Committee. The PDC is responsible for overseeing professional development planning, programs and evaluation in support of the College Mission, institutional plans and initiatives, accreditation and legal requirements. The committee will utilize the resources and expertise of the Office of Planning, Research and Institutional Effectiveness, Human Resources, Campus Police, and other departments as appropriate.

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS/UPDATES
<ul style="list-style-type: none"> <li>Met twice per month from August 2024 to May 2025.</li> <li>Planned and coordinated fall Flex Week and spring Flex Weeks.</li> <li>Held in-person Classified Professional Learning Day in October 2024 and March 2025.</li> <li>Caring Campus</li> <li>Classified Leadership Program</li> <li>Reviewed applications for classified staff funding requests. Increased publicity for this process and significantly improved use of funds.</li> <li>Planned the annual Employee Appreciation event in coordination with Academic and Classified Senates, Human Resources, and President's Office.</li> <li>Recommended Fall 2024 and Spring 2025 Convocation-day activities.</li> <li>Prepared Flex activity reports for the Chancellor's Office.</li> </ul>	<ul style="list-style-type: none"> <li>Fall and Spring Flex Week sessions focused on the following criteria: <ul style="list-style-type: none"> <li>Resisting division and building community</li> <li>Creating equitable learning environments that address the diverse needs of learners</li> <li>Anti-racist, culturally responsive pedagogy and practices</li> <li>Cross-disciplinary and interdepartmental collaboration</li> <li>Wellness and community building, rooted in anti-racism, critical action</li> <li>Sustainability and environmental action</li> <li>Innovation and AI for teaching and learning</li> <li>Serving our community</li> </ul> </li> <li>Increased Flex hours reminders, including individualized emails to all faculty, resulting in over 95% completion rate of Flex hours for FT and PT faculty.</li> <li>Had highest ever number of funding requests for Classified Professionals and exhausted all funds.</li> <li>Recommended to PRAC an increase of cap from \$500 to \$1000 per funding request and overall increase in CP Funds</li> <li>Held first Classified Leadership Program with a 3-day institute focused on career advancement and leadership</li> </ul>

**Career and Technical Education Committee (CTEC)**

**Chair:** Alina Varona, Dean of Career Education and Workforce Development

**Primary Charge:** The Career and Technical Education Committee (CTEC) will support College of Marin’s commitment to providing equitable opportunities and fostering success for all members of our diverse community by supporting information gathering and sharing, communication, coordination, and cohesion around college-wide efforts, challenges, and other matters related to CTE programs and funding including but not limited to state and regional efforts and priorities, marketing, program development, grants and categorical allocations, countywide partnerships, and employer engagement.

ACTIVITIES/RECOMMENDATIONS	RESULTING ACTIONS/UPDATES
<ul style="list-style-type: none"> <li>• Convened Spring CTEC meeting with updates on CE data, Vision 2030 planning, K–14 pathways, Summer Academies, and outcomes of previously funded workforce projects</li> <li>• Facilitated the Strong Workforce Program (SWP) funding cycle, including release of the Strong Workforce Program RFA, office hours for proposal support, and review of application scoring rubric.</li> <li>• Engaged the Strong Workforce Allocation Committee (SWAC) (subcommittee of CTEC) in reviewing, scoring, and recommending proposals, while ensuring equity, student success, and alignment with institutional and regional priorities</li> </ul>	<ul style="list-style-type: none"> <li>• (Update) Announced and provided an overview of funding sources for current and future Career Education &amp; Workforce Development activities, including nursing infrastructure, healthcare pathways, apprenticeship pilots, and other workforce projects.</li> <li>• (Action) Awarded SWP funds to select proposals (AI Community of Practice, Architecture Internships, and Counseling-Embedded HS Counselors) while providing constructive feedback for resubmission of the MMST Video Game Lab proposal</li> <li>• (Update) Increased student enrollment and outcomes- overall enrollment growth, expansion of non-credit and dual-enrollment pathways, and substantial majority of CTE students finding related employment (CTEOS survey).</li> </ul>