

April 11, 2019

Academic Center, Room 303, KTD

Present: David Wain Coon, Jonathan Eldridge, Maridel Barr; Hellen Sigaran, Liam Campbell; Luanne Mullen, Isidro Farias; Kathy Joyner (representing classified)

Absent: Christina Leimer; Meg Pasquel; Karen Robinson, Kim Foulger, Greg Nelson; Becky Brown; Monica Applegate

Guests: Marian Mermel

1. **Agenda** –The agenda was approved by consensus.
2. **Minutes** - The minutes of the March 7, 2019 meeting were approved by consensus.

3. **President's Report**

Capital Projects Update

Isidro provided an update on project status. The baseball field ribbon cutting was cancelled due to weather and will be rescheduled at a later date. The Pomo Cluster renovations will be completed in June with classes starting there in the fall. The Miwok cluster has been demolished and is ready for the next phase. Painting of Building 27 and the roof replacement on the Administrative Center will be completed in the Spring. The bid for the M & O building came in significantly below budget and the project includes the fire lane. Savings will be folded back into the project budget for contingency. The window replacement in the Admin Cluster buildings 9 & 12 will start next month. A copy of the update is attached to the minutes.

LRC-SS Moves

Jonathan updated the group on the temporary housing plan for staff who will be displaced from the LRC building during construction. The plan involves 4 move phases to relocate staff, services and classrooms out of the LRC building. Staff, departments and services will be housed in portable buildings and Student Services. There will be moves within the student services building to accommodate the added staff/services and some areas will change locations within the building for better use of space. Faculty in Fusselman Hall will move into the portables and the library will temporarily be located on the first floor of Fusselman Hall. Reprographics will move to 941 Sir Francis Drake Blvd and the bookstore will temporarily be located in the old M & O building. When the LRC has been completed and all programs moved into their spaces the Student Services building will be repurposed for use for additional classroom space.

Strategic Planning

David reported that the EMP is 99% complete and we are now focusing on the first 3-year strategic plan. He noted that a lot of work is taking place, but that we may need to push this to fall for the roll-out at which time the plan will come to College Council and then through him to the Board of Trustees.

College Hour Update

Jonathan updated the group on the status of College Hour, a dedicated time for activities when no classes are schedule. Monday and Wednesday from 12:40 – 1:30 p.m. are the proposed days/times where faculty, staff and students can gather for community activities, meetings, etc. Faculty members are working on developing content for a fall rollout.

Report Back on Proposed PGS Plan Language Update

Senates had not reviewed the language. Dr. Coon stated this will be on the agenda next month and requested feedback at that time since it will be the last meeting of the academic year.

4. Board Policies & Procedures

The council approved the following BP/APs to move forward to the Board of Trustees.

- BP/AP 4400 Community Services Courses (10 + 1)
- AP 5015 Residence Determination
- AP 7145 Personnel Files (with one update from the classified senate to include “their” where his/her is noted)
- BP/AP 7310 Nepotism

Meg provided an e-mail to Kathy that Academic Senate was OK with the above BP/APs moving forward.

The following AP is pending review with the Academic Senate:

- AP 7120 Employment Recruitment (Aug)

5. Board of Trustees -

David reviewed the agenda for the April 16, 2019 Board meeting which will be held at the Kentfield Campus. The study session will include a report from Sara McKinnon on her sabbatical; an update on Measure B and other construction projects which will include information on the M & O building, solar, tree removal at Fusselman Hall and an update on options for the Bolinas Field Station. With Board approval of a plan for Bolinas, the next step will be to discuss the plan with the community and then move forward to the planning processes as required by the County of Marin, the Coastal Commission and the State. If there is time the Board will be updated on the LRC move plan. During the regular meeting there will be a reception for newly tenured faculty.

6. Constituent Reports

ESCOM

Luanne reported that ESCOM is sending out a survey to find out more about their members such as what courses they take, what clubs they belong to, how long they have been a member and how involved they are on campus. They are excited about compiling this information and will share the results with College Council. They currently have 13 candidates running for 5 seats and believe that activities like the coffee and other events are generating interest in ESCOM. Luanne is running for President. The next author series on April 26 with Jasmin Darznik: Song of a Captive Bird.

Classified Senate

Maridel reported that the senate is working on the staff recognition lunch which will be held on May 23. They have sent out nominations for outstanding staff member and department and will recognize those at the luncheon along with retirees. They will be presenting key chains to those individuals who have work for the College for 20 years.

Academic Senate

There was no report from the Academic Senate.

ASCOM

Liam stated that they are working on a transition binder to share with the new ASCOM officers which includes information they have collected this past year and tells the ASCOM story. Voting is open and Hellen is running for President. He asked council members to encourage students to run for an office and get involved. They are proposing a new constitution and adjusted stipends for officers. Helen reported that students attended the SSSCC. This is a great opportunity to meet with other student representatives to discuss issues they deal with and to share their experiences. COM's communication with administration is excellent compared to some of the other institutions who notice there are more faculty related issues when there is a lack of communication with administration. They are also working on the website and minutes for the inter-club council.

7. Meeting Wrap Up -

- Report back on proposed language change for PGS.
- AP 7120 Employment Recruitment
- Revision to AP 7145 Personnel Records by classified senate

8. Meeting Schedule: Next Meeting May 9, 2019 (last meeting of semester)

9. Adjourn Meeting – Meeting was adjourned.

Approved 5/9/2019

MEASURE B BOND PROGRAM SUMMARY UPDATE

THURSDAY, APRIL 11, 2019

Project	Scope	Schedule	Status
PROJECTS UNDER CONSTRUCTION WINTER 2019:			
Athletic Turf Fields (Phase II)	Baseball Field	Completion: May 2019	<ul style="list-style-type: none"> • <i>Site Work: Finalizing Punch List, Paving & Landscaping</i>
Pomo Cluster Phase II	Interior Renovations	Completion: June 2019	<ul style="list-style-type: none"> • <i>Sheetrock installation, painting, furniture ordered</i>
Miwok Center	New Construction	Completion: Fall 2020	<ul style="list-style-type: none"> • <i>Removal of existing foundations, ongoing grading activities</i>
Jonas Center	New Construction	Completion: Fall 2020	<ul style="list-style-type: none"> • <i>Ongoing grading activities</i>
Admin Center Roof Replacement	Roof Replacement	Completion: May 2019	<ul style="list-style-type: none"> • <i>Roofing construction in progress</i>
Building 27 Painting	Exterior Painting	Completion: April 2019	<ul style="list-style-type: none"> • <i>Finalizing project, touching up paint</i>
PROJECTS BIDDING SPRING & SUMMER OF 2019:			
Maintenance & Operations	New Construction of M&O Building & Widening Fire Lane at PE Complex	Bidding: Received Bids	<ul style="list-style-type: none"> • <i>Awarding contract to low bidder on 4/16</i>
Admin Cluster 9 & 12 - Windows	Window Replacement	Bidding: Received Bid	<ul style="list-style-type: none"> • <i>Awarding contract to low bidder on 4/16</i>
PROJECTS IN DESIGN WINTER 2019:			
Performing Arts	AV System Upgrades	Construction: Summer 2019	<ul style="list-style-type: none"> • <i>Project currently in the Design Phase</i>
Fusselman Hall	Structural and Waterproofing Improvements	Construction: Fall 2019	<ul style="list-style-type: none"> • <i>Project currently in the Design Phase</i>
Learning Resource Center	New Construction / Replacement Building for LRC	<u>Proposals Due:</u> April 12, 2019	<ul style="list-style-type: none"> • <i>Receiving RFPs on 4/12/19</i>



Athletic Turf Fields



Miwok Building



Pomo Phase II – Interior