

**May 10, 2018**

Academic Center, Room 303, KTD

Present: David Wain Coon; Jonathan Eldridge; Christina Leimer; Meg Pasquel; Becky Brown; Patricia Seery; Maridel Barr; Kim Foulger; Luanne Mullin; Ismail Azam; Mercedes Sosa Cordero; Isidro Farias, Kathy Joyner

Absent: Greg Nelson; Hugo Guillen

Guests: WLS Architects representatives; Marian Mermel

1. **Agenda** –The agenda was revised to indicate that the LRC/SS Steering Committee item was information and not action. The agenda was approved by consensus as revised.
2. **Minutes** - The minutes of the April 12, 2018 meeting were approved by consensus.

3. **President's Report**

LRC/SS Steering Committee:

Leo Raylynch, Wendell Vaughn and Dennis Honrubia from WLS Architects reported that there have been a number of meetings over the past few months to gather information and that participants are working collaboratively to identify the best use of the space and how to incorporate and place like-functions together. Consistent themes include the need for a welcome center and to have flexible and changeable multi-purpose/ community space. The space is anticipated to be approximately 67,000 sq. feet. The current LRC and SS are approximately 95,000 sq. feet, but there are areas in both buildings that are not efficient or are unusable. Conversations are focusing on what we have now, what is needed and what should be included for the future. The presentation provided a variety of building options and placements based on input from the meetings, as well as views and diagrams based on reconfigurations of the current LRC/SS buildings. Focus has been on creating a way to pull the campus together using pathways and view vistas within the natural slope of the site while maintaining the view of Mt. Tamalpais. No decisions have been made about one or two buildings, however, information from the meetings shows a preference for one building. Discussion included building in expansion and flexibility for future needs; consideration of the trees on campus and maintaining them wherever possible; adequate classroom space; and the need to schedule classrooms more effectively for optimum use.

4. Measure B Update -

Isidro Farias provided a status update on the Measure B projects at both campuses.

CC Membership Composition Change

Kathy reported that the Governance Review Council approved the changes

recommended to the college council membership composition. She has changed the web page and forwarded the information to PRIE to update the PGS plan.

**5. Board Policies/Procedures**

The following BP/APs were approved by College Council:

BP/AP 4230 Grading

BP/AP 4231 Grade Changes

AP 4232 Pass/No Pass

BP/AP 5040 Student Records, Directory Information and Privacy.

It was noted that there is a flow chart that is attached to AP 4231 which will be updated to reflect the approved revisions. When revised, the flow chart will come forward to the college council. The Academic Senate asked to review AP 3260 Participation in Local Governance. Kathy will check for updates from CCLC and send it out for review. Kathy also shared the most recent CCLC update 32 from April 2018. These revisions will be incorporated to our existing documents and sent for review.

**5. Board of Trustees**

Dr. Coon reviewed the agenda for the May 15, 2018 Board meeting noting that the Board would start at 3:00 with closed session. The study session will follow closed session and will include an update on Measure B. At approximately 5:00 p.m. Trustees will attend the Celebration of Field Science event. The regular meeting begins at 5:30 in AC 255. Dr. Coon reviewed the items on the agenda.

**6. Constituent Reports**

Classified Senate: Kim Foulger provided the classified senate report which is attached to the minutes. She noted that there are 6 employees that have 20 years of service at the College.

ASCOM: Ismail Azam reported that they have a new Board with Liam Campbell as President and Hellen Sigaran as Vice President. They will start on June 1. Library hours have been extended during finals week. He reported that ASCOM had a great year and participated in the EEO Committee, screening committees, a math survey, worked with campus police, participated in discussions about college hour and added a new snap chat feature. They were able to get a food truck on campus for an event and have been successful with the extension of library hours during finals. He reported that 5 ASCOM Board members had been accepted to UC Berkeley.

Academic Senate: Meg Pasquel reported that the senate would like to review and revise BP/AP 3260; they are working on the appreciation awards for May 24; have two new senators, Nancy Willet and Sean Purcell; will elect new officers next week; sent a letter to faculty encouraging donations to the COM Cupboard via the advancement department; Gina Cullen will be the new curriculum chair in Fall 2019; program review is

starting up again and encouraged all to participate and provide input into the new Educational Master Plan. She also encouraged everyone to attend the Transfer Celebration on Friday.

ESCOM: Luanne Mullin reported that ESCOM reviewed the BP/APs; had a successful member coffee that was attended by Warren Leforte; successful book passage event with 115 attendees; will be expanding to include speaker series to bring more people to campus; have a new recording secretary; will have their bi-annual membership meeting on June 23 from 11 – 2:00.

7. Meeting Wrap Up -

- Dr. Coon noted that this is the last college council meeting unless there is a need to schedule a meeting or meetings over the summer the SS/LRC project.
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- Meeting Schedule
  - As scheduled

9. Adjourn Meeting – Meeting was adjourned.

Approved September 6, 2018

Classified Senate Report:

The Classified Senate met on May 4, 2018 and discussed the AP/BP 4230, 4231, AP 4232, and AP 5040. AP/BP 4230 and 4232 were approved. There were questions regarding AP 5040 with regards to Student Records/Directory and undocumented students /privacy/ICE.

CS will be ordering engraved keychains as a gift for our classified employees with 20+ years. We will also be awarding employees with certificates for Unsung Hero, Outstanding Individual, and Outstanding Department. The Outstanding Department will get a Bagels breakfast at some point. Classified retirees will be presented with a small gift.

We will start discussing/preparing for CS Officers/Senators nominations in June.