

**March 5, 2020**

Academic Center, Room 303, KTD

Present: David Wain Coon, Jonathan Eldridge, Greg Nelson, Meg Pasquel, Karen Robinson, Valerie M., Marian Mermel (on behalf of Luanne Mullin), Hellen Sigaran (student rep); Fernando Sanchez Lopez (student rep); Micöi Benèt (Mici)

Absent: Maridel Barr, Monica Applegate, Luanne Mullin, Peggy Dodge

The meeting was called to order at 3:01 p.m. by Vice President Jonathan Eldridge, who chaired the College Council until Superintendent/President Coon arrived.

1. **Agenda** – Agenda item “COVID-19” was added to the agenda and approved by consensus.
2. **Minutes** – There were no minutes submitted for approval.

### **President’s Report**

#### Capital Projects Update

Vice President of Administrative Services, Greg Nelson presented the Learning Resource Center (LRC) **Abatement** and Demolition Plan PPT (please see attachment) and provided a breakdown of Spring break moves (listed on page 2 of the PowerPoint. Vice President Nelson reported on the abatement timing for the 1<sup>st</sup> and 2<sup>nd</sup> floors, along with Exit routes, explained that the library has already begun to move some items, that the whole floor will go offline at the same time, with the old bookstore the containment plastic will go up for entire 1<sup>st</sup> floor. At that time the parking lot by the LRC will go offline because hazardous materials will be dealt with there.

Demolition of the LRC will begin as soon as possible after the abatement is complete. The plan is for demolition to be completed before the end of August but it is possible it could last into September and hopefully that will only entail cleanup.

Next, Isidro Farias plans to meet with the Academic Senate, Classified Senate and ASCOM to give the same presentation, provided at this College Council meeting about the above reported on abatement, demo and next steps planned.

The Academic Senate President voiced concern about possible conflict of the abatement plan and the College Hour planned for April 20, that includes a commencement fair.

*Action:* Vice President Nelson will look into student access to caps and gowns or whether LRC abatement will interfere.

COVID-19 Update

Superintendent/President David Wain Coon discussed the college-wide email sent same day of this College Council meeting today and that the same information in Spanish is to be provided soon. Carol Hildebrand will forward the email to those in ESCOM. The next call with the Health Department is tomorrow, March 6, at noon, as the situation is developing rapidly.

*Action:* Superintendent/President Coon will forward the email to Luanne Mullin.

Vice President Nelson reported on subsequent new cleaning practices on campus and reported the procedures for classrooms, offices, labs, bathrooms, locker rooms, theatres that will be used. College of Marin will utilize hospital grade Oxivir wipes and will have custodial staff deep clean every weekend, with full access to all offices and rooms. The District hired ServePro to conduct an initial deep clean of both campuses.

**3. Board Policies & Administrative Procedures**

Academic Senate President, Meg Pasquel reported that AP 4240 Academic Renewal has been approved and will next go before the Academic Senate as an action item, so it can come before College Council and further approval.

**4. Board of Trustees**

President Coon reviewed the March 10, 2020 Board Meeting agenda with the Council, that will include: annual sabbatical reports; review of committee structures with the possibility of adding a sustainability committee and dropping the fund development committee; various Measure B items such as LRC updates, project updates, housing, and refinancing of bonds; a COVID-19 update, closed session items that include a possible settlement, and regular meeting items that include a tentative agreement with CSEA, March contract extensions for managers, CVRA election structural change to “by area” elections from “at large” elections; and, the selection of a new auditing firm.

**5. Constituent Reports**

Academic Senate

AP 4240 Academic Renewal is ready to be approved Academic Senate (AS) elections are coming up, with seven seats up for election this year. As previously reported, the Student Learning Outcome (SLO) committee is now the Faculty Led Instructional Committee (FLIC). This is an exciting development because the restructuring has helped

with zero cost textbooks, accreditation and provides mentors for faculty. The committee restructuring is more coherent and way to help faculty.

AP 7120 Employment Recruitment is still under review by the Academic Senate but there is finally an agreement about the idea that second layer of training be made available to the faculty and classified personnel so others can step in to assist with recruitment and hiring committees. Karen Robison suggested that the training take place at a time other than 9:00 a.m. during FLEX week.

*Action:* General Counsel Mia Robertshaw, one of the hiring committee trainers, will consider calendaring different hiring committee training times.

#### ESCOM

Marian Mermel reminded the Council about Mini Med School coming up April 4; reported that seven new desk volunteers were added to cover the phone and ESCOM drop-ins; the group is working on new wording for the upcoming summer sessions to be updated for September; and described new marketing efforts and outreach to new seniors.

#### ASCOM

Helen Sigaran recapped the most recent ASCOM black history week event, that was very successful and well received by students, faculty and staff. She described upcoming events that will include the town hall meeting planned for March 11, a women's panel event on the same day, with General Counsel Mia Robertshaw as a speaker, and an UMOJA speaker event sponsored by ASCOM. She also described outreach efforts to reach students about upcoming ASCOM elections, with Fernando Sanchez Lopez running for president.

#### Classified Senate

There was no classified senate report.

### **6. Meeting Wrap Up**

Dr. Coon ended the meeting with a brief COVID-19 update summary, reported that both February and March minutes will be attached to the April College Council agenda for review, and reminded everyone that there are only two more College Council meetings remaining this semester.

### **7. Meeting Schedule:** Next Meeting will be March 5, 2020

### **9. Adjourn Meeting** – The meeting was adjourned at 3:39 p.m.