

**September 10, 2020**  
ZOOM

**Present:** David Wain Coon, Jonathan Eldridge, Greg Nelson, Isidro Farias, Meg Pasquel, Maria Coulson, Peggy Dodge, Maridel Barr, Kim Foulger, Luanne Mullin, Marian Mermel, Monica Applegate, Fernando Sanchez Lopez (student rep), Bertha Cazares (student rep) and Micöi Benèt.

**Absent:** There were no absences.

The meeting was called to order at 3:00 p.m. by Superintendent/President Coon.

1. **Agenda** - The agenda was approved by consensus.
2. **Minutes** - The minutes of the June 11, 2020 College Council meeting were approved.

3. **President's Report**

Superintendent/President Coon read the College Council charge aloud to remind the council of their role as the clearinghouse of information, the council's responsibilities, and requested that business should be conducted in a timely and reasonable manner whenever possible.

College of Marin has been selected for the prestigious Dr. John W. Rice Diversity & Equity Award and recognized for "the greatest improvement in three areas over the most recent three years: improvement in the completion and transfer outcomes of its students of color relative to white students as well as improvement of the representation of faculty of color relative to its student population." The ceremony will be live-streamed on September 30, 2020, at 1:45 p.m.

Superintendent/President Coon requested that the Council think about his [nine-point anti-racism plan](#), sent by him to the College of Marin (COM) community on July 27, 2020. He asked the Council pay special attention to point seven:

**Review all participatory governance committee charges and plans to ensure anti-racism is established and integrated as a core commitment and approach.** This recommendation highlights the role of the Professional Learning Committee and its charge. Integrating equity and anti-racism into all training, workshops, and ongoing professional development is vital for achieving the goals of COM's strategic plan.

Academic Senate President Meg Pasquel announced that Governance Review Council (GRC) has already begun work on adding inclusion language into their plan and President Coon is reviewing champions.

*Action:* The Council shall consider and make recommendations on how to incorporate inclusion, diversity, equity and antiracism language into the College Council charge to reflect this responsibility.

*Action:* Mici will contact IT to get ESCOM on mailing list so they can receive college-wide notifications. Also, email Luanne the Rice Award livestream invitation.

#### COVID-19:

President Coon sent a community-wide notice by email to announce that College of Marin (COM) will continue to operate remotely, with limited exceptions, through spring of 2021. Advance planning is necessary in order to provide continued quality education in the distance learning environment. Until there is a reliable, proven vaccine, service spaces will not be open to students and only limitedly accessible to employees.

The COVID-19 Work Group is in the process of being reframed to include two groups: an oversight committee and an implementation team. Staff and faculty will serve on both committees for which a new charge is being drafted.

While COM's enrollment is down by five percent (5%) it is important to note that there are eleven percent (11%) fewer classes being offered in the distance education environment. Other colleges report their enrollment is down as high as eighteen to twenty percent (18-20%). By comparison COM shows remarkably better enrollment.

#### Capital Projects Update

Isidro Farias, Director of Capital Projects, provided a [Measure B project update](#). Project status updates included the Jonas Center, Building 18, the New Miwok Center and dive tower, Performing Arts audio/visual improvements, and the near completion status of Fusselman Hall, Maintenance & Operations and the District Warehouse. Please see his report [here](#) for more detail.

Director Farias gave a Learning Resource Center (LRC) project summary for the completion of the planning phase, start of the schematic design, and the [Lease-Leaseback RFQ/RFI](#) status, with upcoming proposal deadline. The schematic design is expected to be complete in February 2021. Demolition is ongoing expected to last somewhat longer than through September.

#### Group 4/HMC Presentation

David Schnee, Andrea Gifford and Marco Blagojevic [reported on the LRC program](#)

[validation](#). The report included an outline of the conceptual design and description of the next steps Group 4 anticipates with the updated project schedule.

Mr. Schnee reported that the LRC project engagement with the community has been transparent and open. Mr. Schnee described the shift from the in-person to the virtual outreach to faculty, students and community. While the \$82 million budget will likely be impacted by a COVID-19 market correction, an efficient design, consistent with the educational master plan, will still require ongoing and continued use of Student Services Center.

Ms. Gifford reported that during the community engagement process themes repeatedly emerged from students, faculty and staff (see PowerPoint slide [Themes Across Students, Faculty + Staff](#)). However, there were also many differences in what the community wants from the LRC space(s). One challenge will be to integrate buildings and functions to satisfy the various stakeholders and to accommodate the learning and meeting spaces needed.

Along with programmatic needs, the landscape architects are looking at all areas that will connect with the LRC such as College Avenue, the Corte Madera creek, the main entry by the bridge/parking lot 6, the social slope connecting to Student Services, and the grassy quad area, viewed by some as the heart of COM's campus. The environmental design will incorporate sustainability and maintain the iconic views, such as Mount Tamalpais.

The next step is to renew community engagement in order to develop the schematic design. G4 anticipates an emerging design, between October and November, that they will present to the College Council before going before the Board of Trustees, at a regular meeting.

In response to questions asked by College Council, G4 would like to design an entry from College Avenue so access to the LRC is more publicly oriented; COVID-19 may have some impact of the design of space but there is no specific classroom design for the LRC at this time; and the classroom count will be kept active although some needs may be transferred to the Student Services building.

*Action:* G4/HMC to bring schematic design back to College Council in October or November.

LRC Lease-Leaseback Contractor Selection Committee

Director Farias reported on the [LRC Lease-Leaseback Contractor Selection](#) and described the composition of the selection committee.

**3. Policies and Procedures Update**

Micö! Benèt (Mici), Executive Assistant to the Superintendent/President, gave a brief presentation to remind the Council about their role in reviewing and making recommendations for updating administrative procedures. Her presentation outlined participatory governance and the process of updating administrative procedures as well as board policies (APs/BPs).

While there was a pause in updates of the APs and BPs, as Mici familiarized herself with many aspects of her new position as executive assistant last July, she has begun reviewing and updating BPs and Aps. The College Council can anticipate lots of this academic year to get caught up with all CCLC Updates.

**4. Constituent Reports**

ASCOM

ASCOM President Fernando Sanchez Lopez reported that the Student Senate has held twice per week sessions on antiblackness and dealing with personal space. Other events and sessions are currently struggling with remote attendance. For that reason, Fernando met with Director of Marketing and Communications, Nicole Cruz, Assistant Superintendent/Vice President of Student Learning and Success, Jonathan Eldridge and Superintendent/President Coon to discuss how to get virtual attendance numbers up for ASCOM events. ASCOM continues to explore creative ways to foster team bonding in the remote environment.

Bea Cazares, ASCOM Vice President, reported that she attended her first Inter-Club Council (ICC) meeting and that elections will take place next week. While there are no transfer club meetings scheduled at this time, the student nursing association is hard at work and focus on equity and inclusion efforts in the nursing program.

ESCOM

Luanne Mullin, ESCOM President, reported a very successful remote speaker series and well attended pop ups over the summer. One such event was a rescheduled meeting, originally planned pre-pandemic and in person. A California Highway Patrol officer spoke about automobile safety on Highway 101. Those who attended obtained a safety certificate for reduced auto insurance rates. Another ESCOM event hosted a KQED reporter to describe her experience reporting during a pandemic. These programs and more, about twenty clubs in all, have attracted upwards of six hundred attendees per month.

Luanne also reported the release of the ESCOM Journal and that ESCOM is redefining their mission statement and goals based on what is important to group. The statement is currently in draft form.

The next big ESCOM event will take place in October. ESCOM will host the League of Women Voters, presenting candidates running for the College of Marin's Board of Trustees.

#### Classified Senate

Classified Senate President Maridel Barr reported on a busy summer with lots of virtual activities for staff. Virtual events included trivia games, mediation, recipe sharing, social hour and the book club (current book: *Becoming*, by Michelle Obama).

Now that the academic year has begun, the Classified Senate will return to monthly meetings, after a summer of bi-weekly meetings. The Classified Professional Liaison Committee has decided to place a classified professional on each constituent committee. The goal is to place twenty-one classified professionals on committees to represent classifieds.

Maridel reported a successful virtual morning coffee social hour preceding Convocation, on August 19, 2020. The next big virtual event planned is the Classified Professionals' annual Halloween Party.

#### Academic Senate (AS)

Academic Senate President Meg Pasquel reported plans to complete outstanding business. This effort resulted in progress on AP 7120 along with completing review and revisions of some other administrative procedures.

The Academic Senate is taking on several new projects. Some relate to internships in counseling but another to the creation of an ad hoc committee for a more inclusive diversity internship. As further evidence of the Academic Senate's overall commitment to diversity, inclusion, and anti-racism, the faculty plans to conduct a full cultural audit of the curriculum.

Meg reported that, at times, Canvass sessions have been challenging. Fortunately, the faculty can rely on Maria Coulson for support related to best practices, legal constraints and other issues, that can and do arise with distance teaching. A faculty online reference section is available so they can make reasonable decisions based on ongoing remote instruction developments.

*Action:* Meg plans to present the cultural audit at the next Board of Trustees meeting.

*Action:* Meg to send recently updated administrative procedures to Mici.

**5. Board of Trustees**

The College Council reviewed the draft Board of Trustees regular meeting agenda, for September 15, 2020. President Coon reported that due to the difficulty of holding long Zoom meetings, remote Board business may be limited to three-hour increments, for more productive sessions. The Board is considering having two meetings per month: one meeting transactional and another more geared towards a deep dive into issues, typical of a study session.

This month's meeting will include the introduction of new faculty and faculty who were tenured in the spring. Unfortunately, COVID-19 interfered with the timely introduction and acknowledgement of newly tenured faculty.

The annual Adoption Budget, that was preceded by an Adoption Budget information session that took place on September 9, 2020 is on this month's agenda along with a Fund Development plan, by the Advancement Office. Regular monthly items, on the Board of Trustees regular meeting agenda, can be viewed in detail [here](#).

*Action:* Jonathan Eldridge to provide Meg with a list of newly tenured faculty.

**6. Meeting Wrap Up**

College Council will review the charge and consider recommendations for integrating their anti-racist work, Meg will send Mici recommendations/revisions of administrative procedures reviewed by the AS and Mici will contact IT about getting ESCOM on the DL.ALL mailing list and send Rice Award invitation.

**7. Meeting Schedule:** The next meeting is scheduled for October 15, 2020 and will be held via Zoom.

**8. Adjourn Meeting** – The meeting was adjourned at 4:18 p.m.