

September 10, 2024
AC 229 Kentfield Campus

Present: Jonathan Eldridge, Dana Emerson, Eresa Puch, Mia Robertshaw, Maria Coulson (Academic Senate rep), David King (Academic Senate rep), Sally Wong (Classified Senate rep), Brier Welch (Classified Senate rep), Ryli Bowen (ASCOM rep), Emily Cardwell (ASCOM rep), Gary Gonser (ESCOM student rep), and Mici Benet

The meeting was called to order at 2:01 p.m.

1. **Agenda** – The Council agreed to discuss the participatory governance system during the College Council charge discussion. Corrections were made to the agenda (name correction: Welch) and introductions were moved to the beginning. The agenda was approved as amended.
2. **Introductions** – The College Council members introduced themselves. New members include Ryli Bowen (ASCOM President), Emily Cardwell (ASCOM Vice President), and Brier Welch (Classified Senate Vice President).
3. **Minutes** - The meeting minutes from May 16, 2024, were unanimously approved by those who participated in the May meeting.
4. **President's Report**
Review Purpose of College Council (Charge)
President Eldridge reviewed the [College Council charge](#) and its role in the participatory governance system (PGS). Afterwards, the Council reviewed the online [PGS chart](#), discussed the [PGS plan](#), and discussed open committee seats, and responsibility for maintaining updated committee webpages.

Academic Senate Vice President Dave King asked why the recent Administrative Committee Assignments were decided without consultation of the committee chairs. The first [Governance Review Committee \(GRC\)](#) meeting was disorganized due to confusion. He would like to ensure committee assignments align with the 2022 [PGS Plan](#) guidelines. Academic Senate President Maria Coulson noted the committee assignment changes could have been communicated earlier to all chairs, co-chairs, administrators, and support staff of committees.

Traditionally, the Superintendent/President has annually revised the administrative management committee assignments. In the future, President Eldridge will complete the administrative committee assignment process in spring and ensure committee assignments are communicated clearly. He encouraged everyone to review the PGS Plan preamble.

Housing Coalition Update

General Counsel Mia Robertshaw reported that COM is exploring workforce housing options in collaboration with Marin County school districts. A memorandum was sent to superintendents, and further discussion will occur at the MCSBA meeting on September 24.

Environmental Action Committee Update

A [draft charge and responsibilities](#) of the Environmental Action Committee (EAC) were shared. As an update to the related May meeting topic, Student fellow Amely Feiler conducted extensive research to inform the document. The draft is with PRAC for review and next steps.

At the September 17 regularly held board meeting, consultant Brailsford & Dunlavey, student fellows, and staff will present their environmental impact baseline data findings.

5. Board Policies and Administrative Procedures

Mici Benet made herself available to meet with anyone who has questions about the policy and procedure review process. She reported on the CCLC 44 and Title IX updates, many with ACCJC Standards citation updates, and expects CCLC 45 legal updates in late November.

Maria Coulson asked for the full Community Colleges League of California (CCLC) legal policy and procedure updates with notes. In the future, Mici will provide the League's updates to the entire College Council bi-annually.

To the extent that a BP/AP is in a constituent group's purview, College Council unanimously recommended that the below procedures be forwarded to the Board of Trustees as information items.

- *BP 2431 Supt-Pres Selection*
- *BP 3433 Prohibition of Sexual Harassment under Title IX*
- *BP 3570 Smoke-Free Learning and Working Environment*
- *BP 3600 Auxiliary Organizations*
- *BP 3820 Gifts*
- *BP 3840 Fund Raising*
- *BP 4100 Graduation Requirements for Degrees and Certificates*
- *BP 4110 Honorary Degrees*
- *BP 4231 Grade Changes*
- *BP 4240 Academic Renewal*
- *BP 5400 Associated Students Organization*
- *BP 6100 Delegation of Authority*

- *BP 6307 Debt Issuance and Management*
- *BP 6320 Investments*
- *BP 6400 Financial Audits*
- *BP 6450 Wireless or Cellular Phone Use*
- *BP 6500 Property Management*
- *BP 6900 Bookstore*
- *BP 7290 In-State Employment (NEW)*
- *BP 7385 Salary Deductions*
- *AP 3430 Prohibition of Harassment*
- *AP 3433 Prohibition of Sexual Harassment Under Title IX*
- *AP 3434 Responding to Harassment Based on Sex under Title IX*
- *AP 3435 Discrimination and Harassment Procedures*
- *AP 3540 Sexual and Other Assaults on Campus*
- *AP 4105 Distance Education*
- *AP 5040 Student Records and Directory Information*
- *AP 7212 Temporary Faculty*
- *AP 7380 Retiree Health Benefits*

6. Board of Trustees

The draft agenda for the September 17, 2024, regular board meeting was reviewed. Key items include Approval of Board Goals for 2024-2025, Environmental Impact Baseline Data, Future Capital Projects Prioritization, Building 17 Fire Foundry Update from HGA, Newly Tenured Faculty Introductions, and a Culturally Responsive Pedagogy & Practices Grant Update.

7. Constituent Reports

Academic Senate

Academic Senate (AS) President Maria Coulson reported on new senators and that Title 5, legislative changes, common course numbering, and Cal-GETC consume most of the senate's time. Eresa Puch, Assistant Superintendent/Assistant Vice President of Administrative Services is working with the Dean of Enrollment Services Jon Horinek to determine the pros and cons about Follett Bookstore's "Equitable Access Program."

President Eldridge asked whether questions asked by Human Resource about a recent AS resolution were resolved. Maria will email President Eldridge and Executive Director of Human Resources Nekoda Harris to follow up on the issue.

Classified Senate

Classified Senate President Sally Wong was reelected in July and is serving her second year. She listed the new Classified officers and new senators, and continuing senators.

There is still one open Classified Senate seat. Isabel Murrin (Counseling) is the new Classified Professional Liaison Committee (CPLC) member.

Three classified representatives attended the Classified Leadership Institute in early June where they networked, learned more about Caring Campus, as well as about the state level Classified Senate work. At a June CS planning retreat, classified leaders reviewed their charge, and COM's mission and values. They began planning events for the fall semester. A podcast-style Meet & Greet to get to know Vice President Dana Emerson for Classified Professionals will be held over Zoom on September 12. There are several other upcoming events planned for classified staff.

ESCOM

Gary Gonser, ESCOM President, updated the Council members ESCOM's many lecture series, workshops, and spotlight series held since 2021. He described the newest arts and crafts club, recent and upcoming outreach, and upcoming events. Details may be found [here](#). Older adults need representation in the Chancellor's Office's Vision 2030 plan and ESCOM has drafted proposed language that would include this group in the planning.

ASCOM

Student Senate President Ryli Bowen reported that ASCOM's board is composed of all new members and a two-day retreat helped ASCOM leadership bond. ASCOM activities and events so far have included Welcome Week and the first day of Club Fest, both with a very large turnout. The League of Women Voters had a booth at the Club Fest.

Future events will emphasize the importance of voting, including a promotional voting video, and Constitution Day. ASCOM is co-sponsoring National Construction Worker's Appreciation Day, will hold an alumni panel, and host a November National Recycling Day.

Rylie and Emily Cardwell, ASCOM Vice President, will continue to ask students to fill PGS committee seats. ASCOM needs more faculty and staff to serve as student club advisors. President Eldridge suggested ASCOM leaders work with Vice President of Student Learning and Success Dana Emerson to find potential faculty advisors.

8. Meeting Wrap Up

College Council members are encouraged to review the PGS Plan preamble.

9. Meeting Schedule:

The next regular meeting is on October 10, at 3:00 p.m., in room AC 229.

10. Adjourn Meeting – The meeting adjourned at 3:18 p.m.