

October 10, 2024
AC 229 Kentfield Campus

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

Absent: Maria Coulson (Academic Senate rep) and Brier Welch (Classified Senate rep)

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

1. **Agenda** – The Council approved the agenda.
2. **Minutes** – Academic Senate Vice President Dave King requested that the September meeting minutes reflect that he asked for clarification about the PGS committee membership process and inconsistencies in the PGS Plan. The minutes were unanimously approved as amended.

3. **President's Report**

Visual Identity & Centennial Planning Update & Feedback

Nicole Cruz, Director of Marketing and Communications, shared the refreshed visual identity designs that incorporate the values of College of Marin (COM). She suggested that an expanded color palette and minor graphic variations will keep the branding identity consistent across College of Marin's various departments and uses. This is true for the proposed identity as well as the Centennial branding (logos, identities, slogans, email signatures, webpages, swag, and merchandise).

Nicole Cruz requested feedback on the new visual identity and the Centennial brand choices [presented](#).

Participatory Governance System (PGS) Plan Discussion and Governance Review Council (GRC)

The Council discussed ways to improve the [PGS plan](#) and update PGS processes.

Recommendations included: maintaining a list of all committees' membership in one central location/department; tracking vacancies and terms; identifying a staff member responsible for maintaining committee webpages (ideally the same person who tracks the committee members); identifying committee/staff members who will be responsible for posting meeting agendas, notes, and materials on their committee website; and updating the [2022 PGS plan](#) to correct inaccuracies.

Superintendent/President Jonathan Eldridge offered that the President's Office will take responsibility for the centralized tracking of PGS committees' membership, vacancies, and terms once the GRC makes its recommendations and changes are instituted.

AS Vice President Dave King serves on the [Governance Review Committee \(GRC\)](#) and he will share the Council's recommendations. The GRC may also consider training committee members in a consensus model approach and review the duties of committee chairs and co-chairs as is mentioned in the PGS plan. Transition binders could ensure continuity during major membership transitions and administering a bi-annual or quarterly survey could be useful to evaluate the efficacy of COM's governance system and to guide improvements.

Although there is an annual PGS Digest to summarize committee work, summary reports that focus narrowly on procedural aspects, goals, and accomplishments may be more accessible to the COM community. The College Council agreed to add a standing PGS agenda item.

4. **Board Policies and Administrative Procedures**

To the extent that a BP/AP is in a constituent group's purview, the College Council unanimously recommended that the following policies and single procedure be forwarded to the Board of Trustees as information items and for action.

- *BP 2015 Student Trustee*
- *BP 2310 Regular Meetings of the Board*
- *BP 2315 Closed Sessions*
- *BP 2355 Decorum*
- *BP 2430 Delegation of Authority to President*
- *BP 2715 Code of Ethics and Standards of Practice*
- *BP 2740 Board Education*
- *BP 3250 Institutional Planning*
- *AP 3501 Campus Security and Access*
- *BP 3550 Drug and Alcohol-Free Environment Drug Alcohol Abuse Program*
- *BP 3900 Speech: Time, Place, and Manner*

ACCJC Citations Only (non-substantive), updated online:

- *BP 2200 Board Duties and Responsibilities*
- *BP 2340 Agendas*
- *BP 2410 Board Policies and Administrative Procedures*
- *BP 2431 Superintendent/President Selection*
- *BP 2432 Superintendent/President Succession*
- *BP 2435 Evaluation of the Supt-Pres*
- *BP 2745 Board Self Evaluation*
- *BP 5500 Standards of Conduct*

5. **Board of Trustees**

The Council reviewed the draft agenda for the October 15, 2024, regular board meeting. Highlighted items included a Kentfield Campus and Center for Student Success (CSS) site tour; a discussion of prioritized Capital Projects for the November Bond List Revision (BLR); a sabbatical report by Kevin Muller; and COM's visual identity and Centennial planning update.

6. **Constituent Reports**

Classified Senate

Classified Senate (CS) President Sally Wong described the successful launch of the *Classified Know More* podcast with Dana Emerson, the Vice President of Student Learning and Success. The podcast style generated positive feedback due to the personal focus of the conversation. The second podcast will host Dr. Eldridge, on October 22. Podcast recordings will be available on the [Classified Senate web page](#).

Recent CS events include Caring Campus coaching; Classified Professional (CPL) Day; and two fall breakfasts. These events increased staff engagement, stoked interest in PGS committees, and resulted in volunteer recruitment for the Halloween Fundraiser, on October 31. Ryli Bowen and one representative each from the classified, faculty, and management group will judge the costumes. The Fall See's Candies Fundraiser is underway, with 15 to 20% of the sales towards funding future CS events. The Book Club's membership has expanded and the club is reading *The Heaven & Earth Grocery Store*, by James McBride.

ESCOM

Gary Gonser, ESCOM President, updated the Council members on ESCOM's many events and activities. Details may be found [here](#). Membership continues to increase and Luanne Mullin is ESCOM's representative for Vision 2030.

Academic Senate

Academic Senate (AS) Vice President Dave King reported that the faculty is busy with an assessment of local general education patterns, Cal-GETC, and common course numbering. While some have conflated Cal-GETC and common course numbering, there are important distinctions. AS is revising program review questions with input from GRIT, SLOAC, and PRAC.

AS is also working on procedures, with a recommendation that *AP 4021 Program Discontinuance* and *AP 4022 Program Revitalization* be combined and renamed *AP 4021 Program Revitalization and Intervention*. A recent AS resolution regarding hiring committees was discussed with District management in addition to PGS assignments.

ASCOM

ASCOM President Ryli Bowen confirmed that the student senate's efforts to register student voters revealed that most COM students are already registered to vote. Past student leaders Ryan Barbosa and Gavi Nissim Bar were on the well-attended alumni panel. Recently, Ryli Bowen updated the community on ASCOM activities, as part of the President's Town Hall forum.

Upcoming events include [Undocumented Student Week of Action](#), starting on October 14, and ASCOM plans to host a Halloween event on October 30. Because ASCOM has been unable to reach Dee's Organic to discuss Electronic Benefit Transfer (EBT) or CalFresh, Assistant Vice President of Administrative Services Eresa Puch will follow up to establish communication. ASCOM plans to participate as a resource to students during the Equity in Mental Health Symposium, on October 16-17, but a lack of responsiveness from various learning communities has made that difficult. Vice President Emerson will follow up to establish communication.

Emily Cardwell, ASCOM Vice President, announced that the senate seat for student public relations and marketing is open.

7. **Meeting Wrap Up**

Future College Council agendas will include PGS as a standing agenda item.

8. **Meeting Schedule:**

The next regular meeting is on November 14, at 3:00 p.m., in room AC 229.

9. **Adjourn Meeting** – The meeting adjourned at 4:13 p.m.