

April 21, 2026

AC 229 Kentfield Campus

Present: Jonathan Eldridge, Eresa Puch, Mia Robertshaw, Maria Coulson (Academic Senate), Dave King (Academic Senate), Cara Kreit (Academic Senate), Sally Wong (Classified Senate), Brier Welch (Classified Senate), Lauren Amundson (Classified Senate), Jessica Schiffman (ASCOM), Gary Gonser (ESCOM), and Mici Benét

Absent: Dana Emerson and Emily Cardwell (ASCOM)

ASCOM Senator Jessica Schiffman attended the meeting as the student representative. The meeting began at 3:01 p.m.

1. **Agenda** – The Academic Senate requested more time to review procedures AP 4222 Remedial Coursework, AP 4250 Probation, AP 5031 Instructional Material Fees, and AP 7160 Professional Development. These procedures were removed from the agenda, and the Council approved the meeting agenda as amended.
2. **Minutes** – The March 5, 2026, meeting minutes were unanimously approved.
3. **President's Report**
Participatory Governance
GRC Chair Dave King shared the [PGS Committee Reflection Survey](#). The Council was asked to review the survey and prepare for an agenda discussion at the May 14 College Council meeting.

President Eldridge outlined the process for the 2026–27 Administrative Committee appointments. Members may remain on their current committees or be reassigned based on expressed interest, with the goals of supporting professional growth and filling as many seats as possible.

New members are encouraged to attend at least one committee meeting this semester, for context ahead of starting in the fall. The Council noted opportunities to improve the committee transition process. While no term limits currently exist, the Council discussed how each senate tracks term end dates and whether incumbents can elect to continue for another term or if it is a good practice to open all seats to all constituents.

Jessica Schiffman reported that ASCOM election results are expected by Monday; five seats currently lack candidates and will require a subsequent election. ASCOM

plans to align committee assignments with student interests and discuss assignments at the August 2026 ASCOM retreat.

Dave King reported that the [Career and Technical Education Committee \(CTEC\)](#) revitalization includes clarifying its charge, leadership, and role. Classified Senate President Sally Wong shared that the Classified Professional Learning Committee reviewed the *Classified Representative Appointment Process MOU between SEIU and CSEA* to understand classified appointments better, but it is not clear.

The Council noted it may be a good time to revisit the MOU to clarify committee composition, authority, and purpose. The MOU is undated and unsigned. Mia Robertshaw requested a copy and shared the SEIU union's interest in professional learning, with plans for further discussion.

The Council ended the discussion with further thoughts about committee service practices, outreach challenges, and the need for more transparent, equitable, and accessible appointment processes, including improved communication about vacancies and greater flexibility for the PGS vacancy page.

Nekoda Harris, Vice President of Human Resources, and Angela Lingo, Human Resources Manager for Academic Personnel, reported that a survey will be distributed to PGS committee chairs and departments to collect information on Districtwide DEIA efforts. The feedback will inform the Equal Employment Opportunity (EEO) report and provide an opportunity to publicly highlight the strong DEIA work occurring across the campus community, showcasing why College of Marin is a great place to work and support efforts to attract a more diverse workforce.

4. **Board Policies and Administrative Procedures**

Policy and Procedure Review: To the extent that a BP/AP is in a constituent group's purview, the College Council unanimously recommended that the following policy and procedures be forwarded to the Board of Trustees for a first read and as information items, excepting those with strikethrough, respectively:

- *AP 4023 Course Approval*
- *AP 4100 Graduation Requirements*
- *AP 4110 Honorary Degrees*
- ~~*AP 4222 Remedial Coursework*~~
- *AP 4225 Course Repetition Non-repeatable Courses*
- ~~*AP 4250 Probation*~~

- *AP 4255 Dismissal*
- *AP 5030 Fees*
- ~~*AP 5031 Instructional Materials Fees*~~
- *AP 5040 Student Records and Directory Information*
- *AP 5050 Student Success Support Program*
- *AP 5075 Credit Course Adds and Drops*
- *AP 5110 Counseling*
- *AP 5150 EOPS*
- *AP 5160 Open Educational Resources*
- *AP 5300 Student Equity*
- *AP 7120 Employment Recruitment*
- ~~*AP 7160 Professional Development*~~
- *AP 7216 Academic Employees - Grievance Procedure for Contract Decisions*

Ongoing: Chapter 3, 4, and 5 policies and procedures with no legal updates are under review by administrators as part of the regular six-year review cycle. This work is in conjunction with the remaining CCLC 47 updates and the newly released CCLC 48 updates.

5. **Board of Trustees**

The Council reviewed the regular board meeting agenda for April 21, 2026.

The Board agenda included discussion of hiring a lead creative designer to improve accessibility and website user experience, and to reassess graphic design roles. Other agenda items include collective bargaining agreements (CSEA and SEIU) for approval, a proposed fee for EV charger use for employees and non-students, and a presentation of budget assumptions ahead of the tentative budget going to the Board in June. Two updates include the Career Education & Workforce Development update and the Artificial Intelligence: Policy & Practice Recommendations update. The 1st Place Winner of the Ideation Challenge will also present their idea to the trustees.

Mia Robertshaw will report on a proposed student housing option going before the Board that would offer COM students rooms at a University of Redlands dormitory in San Anselmo. The facility would be third-party managed and house about 30-50 students. The Board will be asked to approve District staff moving forward with discussions and to draft an agreement. Any agreement will be returned separately to the Board for approval.

6. **Constituent Reports**

ASCOM

Student Senator Jessica Schiffman reported that seven of twelve senate seats were filled during the student government election. A special election is planned to fill the remaining seats. Transition binders for new student leaders are being developed, and the Kudos Corner will take place on April 27.

Classified Senate

The Classified Senate is recognizing staff through the Employee Appreciation Luncheon, appreciation awards (including 20-year milestones), and the May 13 Retiree Reception, while continuing efforts to increase classified participation in participatory governance with CPLC and through an online resource. Classified Senate (CS) President Sally Wong's full report can be found [here](#).

ESCOM

ESCOM President Gary Gonser reported continued strong community programming and shared that an open house will be held on May 6 as part of the Centennial Showcase. The details of upcoming ESCOM events may be found [here](#).

Academic Senate

President Maria Coulson reported that the equivalency process is working well and the program review template is nearly complete, with Ephantus Mogre contributing accessibility expertise. She and Dave King also attended the Academic Senate plenary, which covered AI, minimum qualifications, elections, resolutions, and statewide networking.

7. Meeting Wrap Up

President Eldridge reminded the Council of the May 4–8 Centennial Showcase and the May 13 retiree reception, shared updates on Convocation and FLEX week planning with PLC chairs, noted Convocation may be held at the Jonas Center due to theatre fire curtain replacement work, and asked members to be ready to discuss the PGS Committee Reflection Survey at the final meeting of the year.

8. Meeting Schedule:

The next meeting will be on May 14, with a group photo for those who wish to participate.

9. Adjourn Meeting – The meeting adjourned at 4:11 p.m.