

**February 13, 2020**

Academic Center, Room 303, KTD

Present: David Wain Coon, Jonathan Eldridge, Klaus Christiansen, Meg Pasquel, Karen Robinson, Peggy Dodge, Maridel Barr, Valerie M., Marian Mermel, Luanne Mullin, Hellen Sigaran (student rep); Fernando Sanchez Lopez (student rep); Micöi Benèt (Mici)

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** - The agenda was approved by consensus.
2. **Minutes** - The minutes of the December 12, 2019 meeting were approved.

### **President's Report**

#### Capital Projects Update

Vice President Eldridge gave an overview of the [Measure B Capital Projects](#) that included updates that all Indian Valley Campus (IVC) ongoing projects are on track (Jonas Center, Miwok center, Building 9 and 10).

- Moves: Vice President Eldridge provided updates on moves associated with the Learning Resource Center abatement and demolition. Most of the moves will take place during spring break, from March 16-21, including the following: PV1 to Fusselman Hall; Umoja to PV1; Computer lab to Village Square 5 A&B; the Bookstore to the old Maintenance and Operations building; Reprographics to its new 941 Sir Francis Drake Boulevard location; the Mail Room to AC 256, the small vestibule attached to AC 255. The Library move dates remain to be determined but will be decided soon
- Learning Resource Center (LRC): Director of Maintenance and Operations, Klaus Christiansen, showed the College Council a [map](#) of the demolition and abatement boundaries and gave a report on the process. He explained that the site will include a temporary construction fence that appears more permanent in nature because the fence is expected to be up for at least a year and a half. Abatement will begin as soon as the LRC building is empty.

Demolition is scheduled to begin this summer to minimize disruption to neighbors and on-campus activity. Demolition and construction traffic will enter from Sir Francis Drake Boulevard to College Avenue and the trucks shall be contained on the job site, within the map boundary. The anticipated timeframe for the work is 45-46 working days for the demolition and 26 days for the abatement, with traffic controls in place.

ADA parking will be available in the P6 parking lot. Because more ADA parking spaces were added to other lots on campus, such as the P3, over the winter break, the temporary loss of LRC ADA spaces should not present a concern.

Also, Vice President Eldridge has worked closely with Cari Torres-Benavides, and others, to ensure no classes are held in the Academic Center, during summer. This will present an opportunity to refresh air conditioning and utilize IVC more for summer session.

*Action:* Because it is unknown if everyone knows about this development, an email to alert and remind all faculty needs to be sent that no classes will be held in the Academic Center this summer.

*Action:* Students should be notified that the main path of travel by the LRC will be closed off, during the abatement and demolition time frame, and that they will have to use the switch-back path.

#### Learning Resources Center Update

G-4 lead architect David Schnee introduced himself, the architect firm, and the consultants tasked with the new LRC design. He explained the firm's student-centered approach, based on feedback from the students, faculty, community and staff, combined with library performance studies and Brightspot metrics. He reported that over 100 consultants will be working on this project, many of them local.

Limiting factors and design restrictions will be based on what is affordable, due to the bond appropriation and costs, as well as indeterminate factors. His conservative estimate from beginning to end of the build period is 4.5 years.

G-4 will create a wishlist based on everyone's input and try to figure out what functions can be incorporated into the design or absorbed in other ways. Initial determinations will address affordable square footage available, number of possible new building levels and what may go into each of those levels.

So far, over 300 unique individuals have participated in the firm's visioning workshops and kiosks to provide input. Some College of Marin students' feedback has been captured on video. A link to David Schnee's presentation, along with a design schedule, can be found [here](#).

### **3. Board Policies & Administrative Procedures**

AP 4105 Distance Education – The Academic Senate reviewed and approved this procedure without changes. The College Council unanimously passed the procedure.

AP 7400 Travel – Administrative Services updated this procedure to add AB 1887 language prohibiting state-funded and state-sponsored travel to States with discriminatory laws and removed outdated procedural. The College Council unanimously passed the procedure.

**4. Board of Trustees**

President Coon reviewed the February 18, 2020 Board Meeting agenda with the Council, that included: the Educational Master Plan tracking tool presentation with anticipated quarterly reports; some LRC carryover items from the January 31 board retreat; the final measure C report; the Pre-College Pathways presentation (a way to connect all the programs and an easier and earlier entryway into college); and a resolution in support *School Bond Proposition 13: Public Preschool, K-12, and College Health and Safety Bond Act of 2020*. The Board will also discuss a potential (non-5G) Verizon antenna contract.

President Coon reported that more board meetings will take place at IVC this semester and throughout the year, due to LRC abatement, demolition and construction work.

**5. Reports**

Tonya Hersch, Dean of Education Success Programs, gave a report on the [Guided Pathways Scale of Adoption Self-Assessment](#) (GPSASA).

Academic Senate, Classified Senate, ASCOM, PRAC and others around campus were surveyed to help create categories in the self-assessment, originally based on a template created by Chancellor's office. The GPSASA is also aligned with COMs Strategic Master Plan to ensure we are all working towards the same goals.

In response to a question by an ESCOM member, Dean Hersch said that even if it is not obvious in the more restrictive template, college students 25 years old and over are considered in the strategic plan. She explained that just because a particular demographic isn't specifically listed in this particular document, does not mean they are not included.

An ASCOM council member noted that it is important to capture all voices. This means surveying students who take night classes, those who are struggling and those not connected to the District's support systems. Vice President Eldridge agreed that input from all students is important and informed the Council that the Community College Student Engagement Survey, scheduled to go out same day, should capture more individual feedback. The information from the latter survey will combine with the information Dean Hersch is collecting.

The College Council approved the [Guided Pathways Scale of Adoption Self-Assessment](#) (GPSASA) to move forward to the Board of Trustees.

**6. Constituent Reports**

Academic Senate

The Academic Senate passed AP 4105 Distance Education, without changes, and also informed the Council that they intend to pass AP 4240 soon. Meanwhile AP 7120 has been held up in the Academic Senate because language that would require the presence of a human resources representative was removed. Past screening committees have felt like their views weren't heard. Therefore, a proposal will be forthcoming. The goal is to bifurcate the administrative duties so that component would go to the department that is hiring. Facilitator training would be provided separately for staff and faculty. The Academic Senate expressed that would even things out and allow others to facilitate the meetings.

Updates Included: The Student Learning Outcome (SLO) committee will become the Faculty Led Instructional Committee (FLIC). Since Arthur Lutz retired, Maria Coulson, a math instructor, is now the new chair. PRAC hopes that some resources will become available due to unexpected retirements. Programs will be reviewed based on cost and who is availing themselves of those programs.

ESCOM

ESCOM has been very busy from the outset in 2020, beginning with a January visioning session where 21 members showed up to reevaluate their program. There are pending policy changes that will impact ESCOM so the group came up with new ideas, programs, and ways to function during the visioning session. Ideas included creating a stronger volunteer program, utilizing pop ups, and adding interesting talks. One such upcoming talk will consist of a CHP officer providing driving advice about what people see and are aware of versus what they are not aware of on highways such as the 101. Those who attend the talk can get a certificate and reduce auto insurance on March 20 from 10:00 a.m. to 12:00 p.m. Also the next in the author series will be [The Creative Spark, by Michael Shapiro](#).

ASCOM

ASCOM reported reflecting on last semester to grow and improve their base. Outreach is a priority. So far, a central focus has been on the upcoming elections. ASCOM desires board members from different communities. Helen stated they intend to reach out to Umoja, Puente, MAPS to get their perspective on elections and capture a wider breadth of students.

ASCOM has received 274 responses providing feedback about the class schedule booklets. A meeting is scheduled with Cari Torres-Benavides, Assistant Vice President of Instruction, the week of February 24-28.

This semester ASCOM intends to emphasize quality over quantity so there are only seven events planned for the 2020 Spring semester. Last week, Club Fest took place and was a huge success.

Over 400 people attended and Campus police BBQed for the event. While it was led by ASCOM all clubs participated.

For Black history month, in February, ASCOM planned a sponsored a block party style February 26 event, to take place in the AC Quad, during COMMunity hour. It included soul food, music and lots of information. ASCOM anticipates large numbers of faculty and staff showing up. Bracelets will be created in partnership with Umoja.

#### Classified Senate

The Classified Senate is working on a new version of the Classified Professionals' Handbook. Most classified professionals don't even know it exists and a major overhaul is needed. The Classified Senate has reached out to all departments to have them check relevant sections and content, under their scope, to approve or correct the accuracy of information. It is in the form of a sound draft at this time.

Other developments include that the new classified senator is Manny Rodriguez; last week Isidro spoke to the Classified Senate about the moves taking place at the Kentfield campus; Gina Cullen provided information on Guided Pathways and asked for updates on how implemented improvements are going; and there is a Classified Spring breakfast planned for March at both campuses, with information to follow.

#### **7. Meeting Wrap Up**

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

9. **Adjourn Meeting** – Meeting was adjourned at 4:21 p.m.