

September 10, 2026
AC 229 Kentfield Campus

Present: Jonathan Eldridge, Cara Kreit, Eresa Puch, Vladislav Verbitschi, Mia Robertshaw, Dana Emerson, Maria Coulson, Brier Welch, Richard Jenson, Sally Wong, Gina Cullen, Richard Jensen

Guests: Gary Gonsler, Stephanie Canon,

Absent: Sirawit Chansatein, Tanya Paredes

Note-taker: Brandon Christian

1. **Agenda** – The meeting was called to order at 2:58 p.m.

The Council approved the agenda unanimously.

2. **Minutes** – The May 14, 2026 meeting minutes were presented for approval.

No revisions were requested. The minutes were approved unanimously.

3. **President's Report**

- a. Welcome New Members & Council Charge

Members of the Council introduced themselves.

Superintendent/President Jonathan Eldridge reviewed the [charge](#) of the College Council and its role as the umbrella council for participatory governance at the College. He explained that the Council represents the College's governance bodies and makes recommendations regarding policies, procedures, institutional processes, and other matters within the participatory governance system.

President Eldridge noted that Board Policies (BPs) and Administrative Procedures (APs) are reviewed through the participatory governance process before advancing as appropriate. Board Policies are presented to the Board of Trustees for approval, while Administrative Procedures are not Board-approved, but routed to the Board as an information item. Certain policies and procedures fall within areas where the District relies primarily upon the Academic Senate.

Council members were reminded of their responsibility to communicate information and proposed policies and procedures from their respective constituent groups to the College Council and to report College Council discussions and decisions back to those groups.

It was also noted that the ASCOM Vice President has a scheduling conflict with the College Council meeting time due to a laboratory course. ASCOM will identify another representative to participate on the Council.

b. Participatory Governance System

President Eldridge shared that this topic has been established as a standing College Council agenda item following consultation with the co-chairs of the Governance Review Council (GRC).

The current Participatory Governance System (PGS) has been in place for approximately 21 years. The GRC has collected feedback regarding challenges, questions, and potential improvements to the system. During the previous academic year, College leadership and governance representatives identified the need for a more comprehensive review to improve clarity, provide additional support such as chair training, and consider whether changes to the overall governance structure or processes are warranted.

The College leadership and governance representatives committed to conducting a more robust review of the PGS during the 2026-27 academic year. Once the GRC is fully operational, College Council will engage them in discussions regarding potential recommended amendments.

President Eldridge referenced the PGS evaluation distributed to Council members in August and the previous discussion regarding what is working well and what requires further attention. Members expressed interest in creating opportunities for more substantive College Council discussions. President Eldridge will work to bring items anticipated to go to the Board of Trustees to College Council approximately one month in advance to allow constituent groups sufficient time for discussion and feedback.

Council members were encouraged to review the PGS evaluation and provide any additional observations or recommendations to President Eldridge.

c. Resource Allocations

President Eldridge discussed communication regarding Planning and Resource Allocation Committee (PRAC) recommendations and final resource allocation decisions.

Concerns had been raised in prior years that individuals submitting resource requests did not always know what recommendations PRAC had forwarded to the President or what final decisions had been made. Improvements to communication have been implemented by ensuring that requestors receive the outcomes, decisions are posted to the appropriate College webpage, and information is communicated more broadly to the campus community.

President Eldridge noted that he recently distributed a College-wide communication outlining PRAC recommendations and his decisions regarding those recommendations.

d. Board of Governors Meeting

President Eldridge announced that the California Community Colleges Board of Governors would hold its September meeting at College of Marin, which we are excited to include as part of the College's Centennial.

Chancellor Sonya Christian extended the opportunity for College of Marin to host the meeting. The meeting is scheduled for September 15, 2026, in CSS 200. Council members were encouraged to attend the open session or related events as their schedules permitted.

e. Digital Accessibility Goals

Stephanie Canon, Director of Information Technology, presented an update on the College's digital accessibility efforts.

Director Canon explained that digital content on the College website must comply with accessibility standards set in Web Content Accessibility Guidelines (WCAG) 2.1 Level AA. The College has made significant progress during the past year to improve accessibility on its existing website.

Much of the remaining challenge lies within the conversion process to make PDF documents accessible. The College currently has more than 100,000 PDF documents available on its website, many of which require accessibility review or reconfiguration to become accessible.

Information Technology will work with individual departments to increase understanding of Title II digital accessibility requirements, establish responsibility for departmental content, and review the College's approximately 44 individual websites. Departments will be asked to evaluate whether existing content remains necessary and determine whether documents should be archived, remediated, or converted into webpages.

Director Canon discussed the forthcoming digital style guide and the College's broader effort to move toward accessible digital and webpage-based content whenever appropriate. She noted that PDF remediation can be labor-intensive and requires human review to ensure accessibility. As an example, the Human Resources onboarding process includes approximately 15–20 federal and internal College forms, and accessibility reviews may take between 15 minutes and two hours per document.

The recommended approach includes first identifying documents that are no longer needed, then converting necessary content to accessible webpages when appropriate, and ultimately developing a path forward for a new College website.

IT is working to have this portion of the accessibility project complete by April 2027.

In response to a question regarding documents containing complex mathematical content, Director Canon acknowledged that certain materials may need to remain in PDF format. She emphasized that the goal is not to eliminate PDFs entirely, but to ensure that documents maintained by the College are accessible. Web-based content may provide additional benefits because it is more searchable and can be updated more efficiently than static PDF files.

Director Canon noted that digital accessibility will remain an ongoing process requiring regular monitoring and review. She will provide progress reports to College Council and continue working with campus groups to support implementation.

4. Board Policies and Administrative Procedures

Policy and Procedure Tracking Matrix

Brandon Christian provided an overview of the policy and procedure tracking matrix and the routing process for Board Policies and Administrative Procedures, and when governance bodies have an opportunity to provide feedback in the process.

Diligent Migration

The Council discussed the College's transition from BoardDocs to Diligent. BoardDocs is being sunset, requiring the College to transition its Board materials to the new platform.

Diligent will provide additional functionality and is expected to streamline several aspects of the Board governance and meeting-management process. Initial implementation will focus on the Board of Trustees and Foundation Board, with additional governance uses to be considered as implementation continues.

The transition may also require adjustments to the current policy and procedure workflows and will support the College's efforts to provide accessible digital materials rather than relying solely on PDF documents.

Policy and Procedure Review

The Council reviewed the following Administrative Procedures:

- AP 4101 Independent Study
- AP 5012 International Students

There were no requested changes. The procedures were placed on the September 15, 2026 Board of Trustees Meeting Agenda as an information item.

5. Board of Trustees

The Council reviewed the agenda for the regular board meeting scheduled for September 15, 2026 in AC 255 at the College of Marin Kentfield Campus.

6. Constituent Reports

ASCOM

ASCOM President Vladislav Verbitschi reported that ASCOM had a successful start to the academic year.

ASCOM participated in Welcome Week and the campus resource fair, distributing school supplies, water bottles, USB flash drives, and other resources while encouraging students to become involved with student government.

Students interested in becoming auxiliary members may participate in ASCOM activities and attend Board meetings and receive a certificate for their participation.

Upcoming ASCOM activities include Club Fest and It's Fall Y'all, which may include a gratitude tree and a 360-degree camera booth.

ASCOM is also exploring additional methods for collecting student feedback. Student Trustee Henry Goray is developing an anonymous suggestion process using QR codes displayed near the ASCOM office to gather student perspectives about ways to improve campus life.

Verbitschi also reported discussions with Dr. Dana Emerson regarding student participation in Indigenous Peoples' Day activities and the Powwow welcoming spring. ASCOM is exploring opportunities to identify speakers and support programming that encourages students to celebrate their heritage and become aware of resources available to them.

ASCOM reported strong participation in its retreat and will continue working to increase its visibility and engagement on campus.

Classified Senate

Classified Senate President Sally Wong shared the [report linked here](#) with the Council.

ESCOM

ESCOM President Richard Jenson introduced himself and shared highlights from ESCOM's recent activities.

ESCOM continues to see strong interest in elder studies and is working to expand its visibility. A new public service announcement produced by Marin TV is being distributed through YouTube and other channels.

ESCOM continues to strengthen its relationships with College of Marin students and the broader College community.

The Fall Spotlight Series will include programming related to the 2026 elections. ESCOM enters the fall semester with strong participation, membership, and continued collaboration with the College.

Academic Senate

Academic Senate President Maria Coulson shared that they recently encouraged members of the College community to attend and observe Senate meetings. They were inspired by the recent ASCOM auxiliary member initiative, and the Senate is also considering opportunities to recognize participation through certificates.

The Senate recently reviewed two Administrative Procedures that required expedited consideration.

The Senate also hosted two Area B officers for a discussion regarding the Academic Senate's "10+1" areas of academic and professional matters. The session included historical context and scenario-based discussion. A subsequent review of the session indicated positive participant feedback.

7. Meeting Wrap-Up

The Council discussed potential topics for the October meeting.

President Eldridge shared that he is hopeful representatives from the Governance Review Council, including co-chair General Counsel (GC) Mia Robertshaw, will participate in the October meeting to discuss the process that will be used to review the Participatory Governance System plan.

President Eldridge also anticipates previewing items at the October College Council meeting that are expected to advance to the Board of Trustees in November.

President Eldridge shared that he also plans to include a calendar of events on the College Council agendas so the Council can look further ahead in planning efforts and involving representatives from different governance bodies in activities.

Council members were encouraged to submit proposed October agenda topics to President Eldridge. The goal is to distribute College Council agendas approximately one week before each meeting.

GC Robertshaw provided an update regarding student housing and employee workforce housing. The College is engaging in a lease arrangement with the

University of Redlands. Lease negotiations have taken longer than anticipated, and information will be distributed to the College community once an agreement has been finalized. A soft opening is tentatively anticipated for January.

8. **Meeting Schedule:**

The next meeting will be on October 15, 2026. Followed by November 12, 2026, and December 10, 2026.

9. **Adjourn Meeting** – The meeting adjourned at 4:03 pm.

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