

**March 4, 2021**  
ZOOM

**Present:** David Wain Coon, Jonathan Eldridge, Greg Nelson, Meg Pasquel, Maria Coulson, Peggy Dodge, Marian Mermel, Monica Applegate, Maridel Barr, Bertha Cazares (student rep), Mia Robertshaw, and Micöi Benèt (Mici).

**Absent:** Janis Olson, Luanne Mullin, and Fernando Sanchez Lopez (student rep)

The meeting was called to order at 3:01 p.m. by Superintendent/President Coon.

1. **Agenda** - The agenda was approved by consensus.
2. **Minutes** - The minutes of the February 4, 2021 College Council meeting were approved.
3. **President's Report**

COVID-19 Update

President David Wain Coon reported that employees were informed of a mass vaccine event for all Marin County school district employees, on March 13, 2021. While many of College of Marin's (COM) employees have already had at least one vaccination this additional opportunity expands access to those who may have not had the opportunity to sign up for a vaccination.

Landscape Master Plan

Director of Capital Projects Isidro Farias gave a brief overview of the [170 page Landscape Master Plan](#) before introducing Marco Esposito, who gave a detailed report and a [presentation](#) on the Landscape Master Plan.

Main themes of the presentation were the need for more cohesion between the buildings/campus environment/natural surroundings, a desire for more naturalistic/casual signature outdoor spaces, and improved walkability on both campuses. Mr. Esposito suggested a move away from the need for parking spaces and vision towards ride share, public transportation, and bicycling in the future. He also proposed increasing native plants, upgrading outdoor furniture, and creating more people spaces.

For the Kentfield campus (KTD), he recommended decluttering the existing open spaces, creating an outdoor dining/event space outside the yet-to-be-built Learning Resource Center, creating a softer glade between the main parking lot, by the Corte Madera Creek, and the slope past the Student Services toward the Academic Center, with more layered plantings.

For the Indian Valley campus (IVC), he made similar recommendations about walkability and a better link to buildings and the parking areas but also proposed a campus green area by Building 12, with seating along an ellipse. He reported the need for a cohesive center (“heart”) of IVC.

For detailed references, please see the complete Landscape Master Plan proposal [here](#).

During the question and answer session, Meg Pasquel reported liking many of the recommendations but also serious concerns about lessening parking because teachers and students already struggle to find parking. The planners should not ignore the realities and actual needs for parking due to poor public transportation, excessive costs of alternatives, or other unrealistic logistics.

Mr. Esposito assured the Council that the proposed plan will not remove existing parking. Vice President of Administrative Services Greg Nelson also reported that parking spaces will increased and added back where mobile units have taken up space.

Peggy Dodge asked if there was a plan to complete the rooftop garden, on the Fine Arts roof, at KTD. She also asked about wildlife issues, such as rattlesnakes, its impact on lawn space, people space, and planting considerations.

Mr. Esposito responded that the rooftop garden may be replanted and that the planners are aware of the IVC wildlife. Vice President Nelson reported that the challenge of the KTD Fine Arts rooftop garden is the excessive sun and heat exposure as well as equipment needed to add any new plants. The failed rooftop garden should be used to inform future planning.

President Coon reported that the main issue with the rooftop garden is poor design and incorrect installation. There is a need to mitigate rooftop gardens at the Science, Math and Nursing building and at IVC.

#### 4. **Board Policies and Administrative Procedures**

Executive Assistant Mici Benè presented the following reviewed and/or revised policies and procedures:

*BP 2105 Election of Student Trustee* – No CCLC update. Regular review (due for review as part of the regular review cycle).

*AP 2105 Election of Student Trustee* – No CCLC update. Due for review.

*BP 2305 Annual Organizational Meeting* – No CCLC update. Due for review.

*AP 2305 Annual Organizational Meeting* – No CCLC update. Due for review.

*AP 3415 District Response to Immigration Enforcement Actions* – CCLC Update 34

Content was added and approved in February of 2019 before the update was released.

The update was reviewed along with AP 3501, BP/AP 5015 and AP 5040. The additions to this AP have been added to this procedure from the above referenced APs to conform with the CCLC model.

*BP 5015 Residency Determination* – CCLC Update 34 (March 2019) to add a legal citation and specify that residence determination is not required in the enrollment situations as noted.

*BP 5170 Children’s Centers* – No CCLC update. Due for review.

*AP 5170 Children’s Centers* – No CCLC update. Due for review.

*BP 5180 Job Placement Services* – No CCLC update. Due for review.

*BP 5190 Student Activities* – No CCLC update. Due for review.

*BP 5200 Student Health Services* – No CCLC update. Due for review.

*AP 5200 Student Health Services* – No CCLC update. Due for review.

*BP 5205 Student Accident Insurance* – No CCLC update. Due for review.

*BP 5210 Communicable Diseases – Students* – No CCLC update. Due for review.

*BP 5510 Off-Campus Student Organizations* – No CCLC update. Due for review.

*AP 5510 Off-Campus Student Organizations* – No CCLC update. Due for review.

*BP 5570 Student Credit Card Solicitation* – No CCLC update. Due for review.

*AP 5570 Student Credit Card Solicitation* – No CCLC update. Due for review.

*AP 5610 Voter Registration* – No CCLC update. Due for review.

*BP 5800 Prevention of Id Theft in Student Financial Transactions* – No CCLC update. Due for review.

*AP 5800 Prevention of Id Theft in Student Financial Transactions* – No CCLC update. Due for review.

*AP 6560 Environmental Responsibility* – Updated to make the procedure more robust around CEQA and environmental compliance (NOEs must be board approved at a public meeting rather than staff-level approval).

*AP 7336 Certification of Freedom from Tuberculosis* – CCLC Update 30 - Legally required update to conform with statutory language.

The College Council had no feedback or revisions but asked for clarification regarding the policies and procedures brought forth for review/information only.

Mici Benèt explained that board policies and administrative procedures presented as information items were reviewed against CCLC templates where available but had no legal updates and non-substantive revisions as part of the six-year review cycle, to remain in compliance with accreditation, as per the BP/AP review process.

## 5. **Board of Trustees**

President Coon reminded the Council that the Board will meet twice monthly, until in-person meetings resume, with the first Board meeting to cover action items and the second monthly meeting to serve as a deep dive study session for future action items.

The College Council reviewed the draft Board of Trustees regular meeting agenda, for March 9, 2021, and Vice President Nelson gave an overview of the Measure B Bond agenda items.

**6. Constituent Reports**

ASCOM

ASCOM Vice-President Bea Cazares reported that ASCOM is working on a movie night for a Women's History month event and that ASCOM is working on a statement for ASCOM applications.

ESCOM

Marian Mermel gave a report on behalf of Luanne Mullin, ESCOM President. She reported on upcoming events that included *Retirement: Living Our Best Lives* and a Zoom event with Congressman Jared Huffman.

ESCOM would like COM faculty to present at future Zooms. She also reported that a popular topic of discussion among ESCOM members was sharing reactions to the vaccination(s). She asked how COM employees were getting vaccination appointments.

President Coon reported that K-12 educators and staff, in Marin County, were prioritized for vaccines first. Then, the community college followed, as vaccines were made available to all educators and school district staff. He reported that of 540 COM employees, most have already been vaccinated.

Regarding faculty presentations to ESCOM, President Coon recommended narrowing the focus to particular topics ESCOM wishes to hear about before reaching out to faculty.

Academic Senate

Meg Pasquel, Academic Senate President, reported that the General Education (GE) Committee will be eliminated and has been restructured to report to the Curriculum Committee.

Meg reported that AP 4020 is under close review/revision by the Academic Senate, with feedback to be provided in the near future and that the Proctorio issues, discussed at the February Council meeting, will also be reported on in the next Council and Board meeting. Retirees use to receive Tiffany & Co. keychains but now the money used for the keychain purchase is donated on behalf of the named retiree. She proposed establishing plaques on campus for retired faculty.

Classified Senate

Classified Senate President Maridel Barr reported on new activities planned for the

Classified staff. Activities are based on survey results that were sent to test interest. The upcoming activities will include a Zoom social hour, a virtual meet and greet for new employees, an emergency preparedness event, and a class on herbal infused body oils. The next Book Club will take place in April. Recent past events have included presentations by Gina Cullen on the Guided Pathways Self-Assessment and the Mid-term Accreditation Report by Holley Schafer.

7. **Meeting Wrap Up**

President Coon thanked the Council as well as SEIU, CSEA and Classified staff for the Golden Bell recommendations.

8. **Meeting Schedule:** The next meeting will be April 8, 2021.

9. **Adjourn Meeting** – The meeting was adjourned at 4:08 p.m.