

December 9, 2021
ZOOM

Present: David Wain Coon, Greg Nelson, Jonathan Eldridge, Meg Pasquel, Maria Coulson, Luanne Mullin, Marian Mermel, Janis Olson, Maridel Barr, Peggy Dodge, Sonia Saltzman (student rep), and Micöi Benèt (Mici).

Absent: Mia Robertshaw, Monica Applegate, and Ana Camacho (student rep)

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

1. **Agenda** - The agenda was amended to add the Learning Resource Center Design Development item for information/discussion/action. The agenda was approved as amended by consensus.
2. **Minutes** - The minutes of the November 4, 2021 College Council meeting were approved. Maria Coulson abstained as she was absent at the last meeting.
3. **AB 361 & Brown Act Requirements**
The College Council unanimously reaffirmed that the conditions are met pursuant to AB 361 to continue to meet by teleconference: 1) the emergency (pandemic) is ongoing and 2) social distancing requirements are still in place. By majority vote, the Council decided to continue teleconferencing for the next 30 days.
4. **President's Report**
COVID-19 Update
President Coon reported that there are no new major updates other than the email sent by President Coon to all employees on November 1, 2021 about the return to mostly in-person work and classes in Spring of 2022. Nekoda (Nikki) Harris, Executive Director of Human Resources, will send updated plans and a checklist to employees similar to the communication that was sent to students.

Board of Trustee Redistricting

President Coon reminded the Council that the Board of Trustee will hold a fourth public hearing on [Redistricting](#) draft map scenarios on Tuesday, December 14, 2021, at 5:00 p.m. A proposed map was recently submitted by a member of the public that may be the same high school student who submitted a map scenario, that was adopted by Novato High School. Please note that the mapping tool has been available for several weeks. The District welcomes public feedback.

Spring Semester 2022

Jonathan Eldridge, Vice President of Student Learning and Success, reported that 85% of classes will be offered in person next semester. Faculty will have guidance for return to campus procedures. Registration is down 3.1% registration from 4.9% and staff hopes the College of Marin's offer to cover mandatory fees will boost enrollment. Classes are being prepped, procedures in place, info and checklists will be sent out.

Greg Nelson, Vice President of Administrative Services, reported that there have been vendor issues so there will be no charge for student parking next semester. He will communicate with Nicole Cruz, Director of Marketing and Communications, so she can update the marketing communications. Everything except for textbooks or permissives (e.g. rush transcript orders) will be paid by COM next semester.

Nikki Harris, Executive Director of Human Resources, reported that HR is preparing for winter break, a busy time in the department as new employees are onboarded while faculty and staff prepare to return to campus.

End of Year Wrap Up

Convocation will take place at the Indian Valley Campus (IVC) Jonas Center on January 19, 2022. All FLEX activities and meetings will also take place at IVC that day. That will be a great opportunity to show all the great work that has been completed at that campus.

The Board is wrapping up the year with a retreat on December 10, 2021 and the annual organizational and regular meetings on December 14, 2022.

5. Board Policies and Administrative Procedures

The following policies and procedures were approved to move to the Board for first reads (policies) and as information items (procedures) BP/AP 2310 Regular Meetings of the Board, BP/AP 2710 Conflict of Interest, AP 2712 Conflict of Interest Code, BP/AP 3310 Records Retention and Destruction, AP 3433 Prohibition of Sexual Harassment under Title IX (NEW), AP 3434 Responding to Harassment Based on Sex under Title IX (NEW), BP 3500 Emergency Preparedness, and AP 5210 Communicable Diseases.

6. Board of Trustees

The College Council reviewed the draft Board of Trustees regular meeting agenda for December 14, 2021, 3:00 p.m.

Key highlights included the Ambassadors of Hope and Opportunity (AHO) Mural Acceptance, the Certificate of Appreciation for John Eschelbach's for his contributions to COM's library, and the fourth Redistricting Public Hearing.

Constituent Reports

ESCOM

Luanne Mullin, ESCOM President, reported that ESCOM will acknowledge its 30 clubs and an event will be held to showcase clubs to attract more members. ESCOM's annual fundraising letter was sent twice due to fewer responses this year as competition for donations has increased. ESCOM continues to work on its intergenerational contacts, a mentorship program, and is focusing on a related survey.

7. Academic Senate

Academic Senate (AS) President Meg Pasquel reported working on policy and procedure changes with Mici Benet, Rinetta Early, and Jon Horinek to improve processes and review flow. Issues that concern faculty include Wi-Fi certification, access to MyCOM, fobs, office supplies, air filtration units, tech assistance, and shredder access to get rid of old notes (not academic records).

Greg reminded Meg that the College has a contract with a shredder vendor. Greg and Jonathan Eldridge will clarify the process for how faculty can request filtration units in the classrooms.

Peggy Dodge has resigned as AS secretary and will be replaced by Jessica Park. Meg and Dr. Coon thanked Peggy for her service and contributions.

ASCOM

ASCOM Vice President Sonia Salzman reported on student events including the Native American Heritage (available on COM's YouTube channel), successful final week activities such as the transfer club at UC Berkeley and the United Nations team at UC Santa Barbara. Student engagement and participation increased this semester. A retreat and club fest are being planned for next semester.

The ASCOM board has had two members resignations, so Emma will serve as the new Vice President and Sonia will be the new President.

Classified Senate

Maridel Barr, Classified Senate President, reported that the Classified Senate (CS) is winding down its activities for the semester. CS is planning a Zoom social hour, some trivia games, and a magic show for next semester. The Book Club met on December 6, 2021 to discuss *To Kill a Mockingbird*, by Harper Lee. CS is also tentatively planning an in-person spring breakfast, that will take place in March and continuing work on a Classified staff logo, filling committee vacancies, particularly on hiring committees.

8. Meeting Wrap Up

9. **Meeting Schedule:** The next meeting will be February 10, 2022 if the Board of Trustees approve the proposed meeting schedule for 2022.
10. **Adjourn Meeting** – The meeting adjourned at 3:57 p.m.

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