

April 10, 2025
AC 229 Kentfield Campus

Present: Jonathan Eldridge, Mia Robertshaw, Maria Coulson (Academic Senate rep), Dave King (Academic Senate rep), Brier Welch (Classified Senate rep), Ryli Bowen (ASCOM rep), Emily Cardwell (ASCOM rep), Gary Gonser (ESCOM student rep), and Mici Benet

Absent: Dana Emerson, Eresa Puch, Sally Wong (Classified Senate rep), and Lauren Amundson (Classified Senate rep)

The meeting was called to order at 3:00 p.m.

1. **Agenda** – The Council approved the meeting agenda.
2. **Minutes** – The March 6, 2025, meeting minutes were unanimously approved.

3. **President's Report**

Standing Item: Participatory Governance System (PGS)

The Accreditation Steering Committee proposal presentation is expected at the May College Council meeting for information/discussion/action. At their last meeting, the Governance Review Council (GRC) approved the Environmental Action Committee (EAC) proposal presented by Klaus Christiansen, Director of Facilities Planning, Maintenance & Operations. The EAC is ready for next step in the PGS approval process.

Holley Shafer, Director of Institutional Research and Planning, presented the Educational Planning Committee (EPC) recommendations at the GRC meeting that included overall committee appointments and the importance of better leveraging communication across councils and committees.

The GRC, EPC, and CC agree about the need to update, improve, and clarify the PGS plan and to re-energize constituent participation on committees. If the PGS plan is more clearly articulated with the faculty tenure process and the classified employee onboarding process, interest in serving on committees may improve.

ASCOM Vice President Emily Cardwell shared that ASCOM has an auxiliary committee to develop interest in student government. Students who are curious about ASCOM, but who can't commit to a senate seat due to time constraints, can begin with a lower level of commitment before expanding their role if they are interested in doing so.

GRC co-chair President Dave King reported that the PGS survey results will help to evaluate and improve the participatory governance system at College of Marin (COM).

Dave will be on sabbatical leave in fall of 2025 and fall of 2026. Several other GRC members (students and faculty) will also no longer be on the committee beginning in fall 2025. For continuity of processes on the GRC, planning is critical for a smooth transition and information sharing. ASCOM recommends using a transition binder and holding a two-day leadership retreat to facilitate smooth committee transitions.

President Eldridge will provide an update on the management committee assignments before the end of the spring semester. It would help for the College Council to consider how to support the PGS.

ESCOM's Role at College of Marin

ESCOM President Gary Gonser asked the Council to share their views about the role ESCOM plays at COM. Most of the College Council agreed that as a component of ASCOM, ESCOM plays an important role in actively engaging older adults in the community, models lifelong learning, is an important collaborator/partner in community education programming, provides a wide range of expertise to other students, and fills one of the many diverse community needs.

AS President Maria Coulson and AS Vice President Dave King pointed out that most faculty, who teach for-credit courses, do not interact much (or at all) with ESCOM. ASCOM Vice President Emily Cardwell is grateful for the expertise ESCOM shares with other students, but noted that many students' busy schedules prevent them from taking advantage of the opportunity.

Gary thanked the Council for the candid feedback. The input will help ESCOM consider its role at COM, its 5-year strategic plan, and ESCOM's fit within COM's Vision 2030.

President Eldridge reminded everyone that constituents should ask how their work ties into COM's plan to ensure the institution the best place to learn, a great place to work, and a catalyst for positive community change, rather than seek notation for their areas in Plan 2030.

BoardDocs to Diligent Community Migration

Mici Benét, Executive Assistant, reported that the current board agenda online platform BoardDocs will migrate to the Diligent Community platform in early summer. She provided a high-level overview of the benefits Diligent Community offers, including a board policy and administrative procedure add-on. An update

with more details can be expected to include a proposed data migration timeline, a training timeline, and possibly a demonstration.

4. Board Policies and Administrative Procedures

To the extent that a BP/AP is in a constituent group's purview, the College Council unanimously recommended that the following policies be forwarded to the Board of Trustees for a first read:

- *BP 2110 Vacancies on the Board*
- *BP 2200 Board Duties and Responsibilities*
- *BP 2220 Committees of the Board*
- *BP 2330 Decorum/Conduct*
- *BP 2315 Closed Sessions*
- *BP 2365 Recording*
- *AP 5020 Non-Resident Tuition*
- *AP 6570 Integrated Pest Management*

All Chapter 1 and 2 policies with no legal updates that are due for review as part of the 6-year review cycle, were shared on OneDrive for feedback by staff, faculty, and the Council. Because there was no feedback, the policies will go to the Board of Trustees' April 15, 2025, regularly held meeting, before they are updated as "reviewed" online.

Chapter 2 and 3 policies and procedures with no legal updates are under review by administrators as part of the regular review cycle.

5. Board of Trustees

The Council reviewed the draft regular board meeting agenda for April 15, 2025. This meeting will be held in AC 255 at the Kentfield campus.

Highlighted Board agenda items included: the College of Marin & Marin Fire Public Safety Training Center (Fire Foundry) Update from HGA; the Oak Hill Affordable Workforce Housing Guarantor Financing Program; the Center for Student Success (CSS) Furniture Update; an update on Public Agency Retirement Services (PARS); a discussion about the fall 2025-spring 2026 student trustee role; a sabbatical report by Paul Cheney; a Workforce Development update; a Centennial Planning update; a report on the Hamilton Redevelopment Bond Interest and Redemption Fund; and a brief report on the anticipated Migration from BoardDocs Platform to the Diligent Community Platform. The two resolutions before the board are *Resolution 2025-4 Earth Day* and *Resolution 2025-5 Authorizing and Directing Staff to Pursue Participation in the Oak Hill Apartments Project and to Develop a Guarantee*

Agreement.

General Counsel Mia Robertshaw provided more detail and context for the Oak Hill workforce housing agenda item. The housing project is for educators and County employees, located in the Larkspur Landing/Drakes Cove area. COM and other Marin County schools would act as bond guarantors in exchange for dedicated units for their employees.

The materials provided in the agenda are responsive to the information the trustees requested at the March 11 board meeting. The board will discuss the detailed information attached to the agenda packet and act on a resolution authorizing District staff to pursue the project and engage in negotiations. However, more details and specific terms are needed. This information will determine whether COM staff recommends entering into a final agreement at a future meeting. The District is free to opt out of the project if the terms are not agreeable.

6. Constituent Reports

Academic Senate

Academic Senate (AS) President Maria Coulson reported that President Eldridge attended the April 3 Academic Senate meeting. The Senate continues its policy and procedure review work and is working closely with Jon Horinek, Dean of Enrollment Services, to revise the academic probation process.

Classified Senate

Classified Senate (CS) Vice President Brier Welch gave the [update](#) for classified employees. The CS continues to bring staff together for valuable cross-departmental engagement at events such as the recent *Tea Time* event held mid-March. The event was held in place of the usual mid-semester breakfast.

The Classified Book Club, with a current membership record, is currently reading [Outraged](#), by Brian Copeland. On June 10, Episode 5 of the *Classified Know More Podcast* will host guest Nikki Harris, Vice President of Human Resources.

ASCOM

Emily Cardwell, the ASCOM Vice President, reported on recent and upcoming events. She attended a Women's Leadership luncheon event, although there was only one woman speaker out of the four event presenters. ASCOM enjoyed helping host poet laureate Ada Limón.

ASCOM leaders spent last weekend in Los Angeles for the general assembly of student senators. Students voted on state-wide community college resolutions. The 2025-2026 ASCOM senate elections end at the end of the day. One student senate

seat is dedicated to an Environmental Action member. This will guarantee that a student serves on the Environmental Action Committee so long as that position is filled. ASCOM VP Emily Cardwell is running for student trustee.

ASCOM will celebrate Earth Day on April 21 and Spring Fling is on April 23. Also, the Sustainability Club and Environmental Action Club have planned electronics and clothing swap events.

ESCOM

Gary Gonser, ESCOM President, updated the Council members on ESCOM's many events and activities. ESCOM is evaluating its mission and role at COM. Members plan to discuss how it fits in within COM's Vision 2030 plan. More details of the ESCOM report may be found [here](#).

7. Meeting Wrap Up

8. Meeting Schedule:

The last College Council meeting of the academic year will be on May 15, at 3:00 p.m., in room AC 229. There will be a group photo for those who want to participate as noted in the agenda.

9. Adjourn Meeting – The meeting adjourned at 4:21 p.m.