

November 8, 2018

Academic Center, Room 303, KTD

Present: Jonathan Eldridge, Christina Leimer; Greg Nelson, Meg Pasquel; Karen Robinson; Kim Foulger, Luanne Mullin, Isidro Farias, Jadon Seitz (student rep); Kathy Joyner

Absent: David Wain Coon, Peggy Dodge; Maridel Barr; Monica Applegate; Anne Pearson; Liam Campbell, Hellen Sigaran

Guests: Marian Mermel

1. **Agenda** –The agenda was approved by consensus.
2. **Minutes** - The minutes of the October 11, 2018 meeting were revised to note that ESCOM meets on the 3rd Thursday of the month, not weekly. The revised minutes were approved by consensus.

3. **President's Report**

Capital Projects Update: Isidro provided an update on Measure B projects. See [handout](#) for details. There were questions and discussion about the LRC/SS project and RFP/bidding process and the PA/Box Office AV system projects. Meg requested a narrative/summary of the overall recommendations. A copy of the presentation to the Board will be provided.

Educational Master Plan: Christina reviewed items that arose from the internal and external community meetings at both campuses related to developing the next EMP. PRIE reached out to faculty and staff who were unable to attend the meetings for their input as well. Feedback is under review to determine what items continue to rise to the top. EPC is meeting on November 19 and will review the information along with the key areas from the environmental scan.

• **Board Policies & Procedures**

Kathy clarified that AP 7235 Probationary Period Confidential, Supervisory & Management, pulled at the last meeting, was correct. She also noted that it was important for the committee to act on AP 2712 Conflict of Interest Code at either this meeting or the next in order to meet a requirement to submit the code to the County of Marin by the end of December.

The council approved the following BP/APs for forwarding to the Board of Trustees for review/approval and information:

- AP 2712 Conflict of Interest Code
- BP/AP 3410 Nondiscrimination

- BP 3518 Child Abuse Reporting
- BP/AP 7150 Evaluation
- AP 7216 Academic Employees-Grievance procedure for Contract Decisions (10 + 1)
- AP 7235 Probationary Period – Confidential and Supervisory

The following BP/APs are still under review by the academic senate or are being revised. The classified and student senates have approved these BP/APs.

- AP 3518 Child Abuse Reporting (under revision)
- BP/AP 4111 Posthumous Degrees (10 + 1)
- AP 7120 Employment Recruitment (10 + 1)

The committee received the following Chapter 2 BP/APs for information.

- BP 2315 Closed Session
- BP 2330 Quorum and Voting
- BP 2720 Communications Among Board Members
- BP 2740 Board Education

4. **Board of Trustees**

Jonathan reviewed the draft agenda for the November 13, 2018 Board of Trustees meeting. The study session will include information about the Corte Madera Creek restoration project, programming for SS/LRC, the student scorecard report which the Board is required to review and discuss, and an update on fund development. In addition to normal business items, there will also be an update on California Promise/COMPASS during the CEO report.

6. **Constituent Reports**

ESCOM – A copy of the ESCOM report presented by Marian is attached to the minutes. There was a comment to have a conversation about the College's participation in the Marin Senior Fair.

ASCOM – Jadon reported that there was a very good turnout for the Día de Muertos celebration on November 1 and that the poetry reading by Javier Zamora was also very well attended. ASCOM purchased 100 of Mr. Zamora's books which were handed out to students at the event. Students will participate in a walk out against hate on November 14 and will host a film screening of Walking in Oak Creek that evening. A Recycling Day is scheduled on November 15 from 11 – 2:00.

Academic Senate – Meg reported that the poetry reading was a wonderful event. She noted that the senate is working on a new method to move BP/APs forward more quickly. She commented that the College has made significant progress with guided pathways and is in a good position related to AB 705 and the new funding formula. She

also provided an update on changes to priority registration that will benefit our current students.

Classified Senate: Kim provided the classified senate report which is attached to the minutes.

7. Meeting Wrap Up -

- Approved BP/ AP 2712 Conflict of Interest Code, BP/AP 3410 Nondiscrimination; BP 3518 Child Abuse Reporting; BP/AP 7150 Evaluation; AP 7216 Academic Employees-Grievance procedure for Contract Decisions (10 + 1); and AP 7235 Probationary Period – Confidential and Supervisory
- Meeting Schedule
 - Next meeting is November 29, 2018

9. Adjourn Meeting – Meeting was adjourned.

Approved 11/29/2018

1. Emeritus will fund the Author Series and Dave Patterson has offered to take on all tasks relating to the events. The Emeritus Curriculum Committee will continue to offer their support. The committee has selected several authors and Dave is waiting for a response from Karen West from Book Passage.

Emeritus greatly appreciates all that Dave has done and will continue to do to make these events happen.

We continue to hope the Author Series benefits the College, the Library and Community Ed.

2. The Senior Fair was a success with over 4,000 people attending. Community Ed. participated in this event.

3. Emeritus will hold their Holiday Event on Dec.1st. At Saint John's church in Ross between 11:30 and 2pm.

CLASSIFIED SENATE CABINET MEETING MINUTES

NOVEMBER 5, 2018

ATTENDEES: Kim Foulger, President; Maridel Barr, Vice President; Monica Applegate, Secretary. Absent: Valerie Marckwordt

- The CS Halloween Party was a great success!! We brought in over \$900.00 and cleared \$545.00. We'll be hosting a winner's breakfast for the best costume group prize. Enrollment Services won again! Their costume theme was The Game of Thrones!
- We were happy with the turn out and the prizes that were solicited far exceeded our expectations! As far as the food faire went, we will be adding salads to the menu next year.
- At our next Classified Senate meeting to be held on Friday, December 7th, we will have Klaus Christensen as our guest to discuss the launch of his recycling program.
- We will also be confirming 2 new senators, Janice Olsen and Candice Hanson which brings us to 11 Senators. Our goal is to continue to have our Classified members who sit on the Participatory Governance Committees give us monthly updates. We will then pass that information along to the Classified Professionals here at the college.