# 2013-2014
# Participatory Governance System Digest

COLLEGE OF
MARIN

## Contents

# Participatory Governance System Organizational Chart

**Board of Trustees**

**Superintendent/President**
(Superintendent/President's Cabinet and Management Council)

**Governance Review Council**
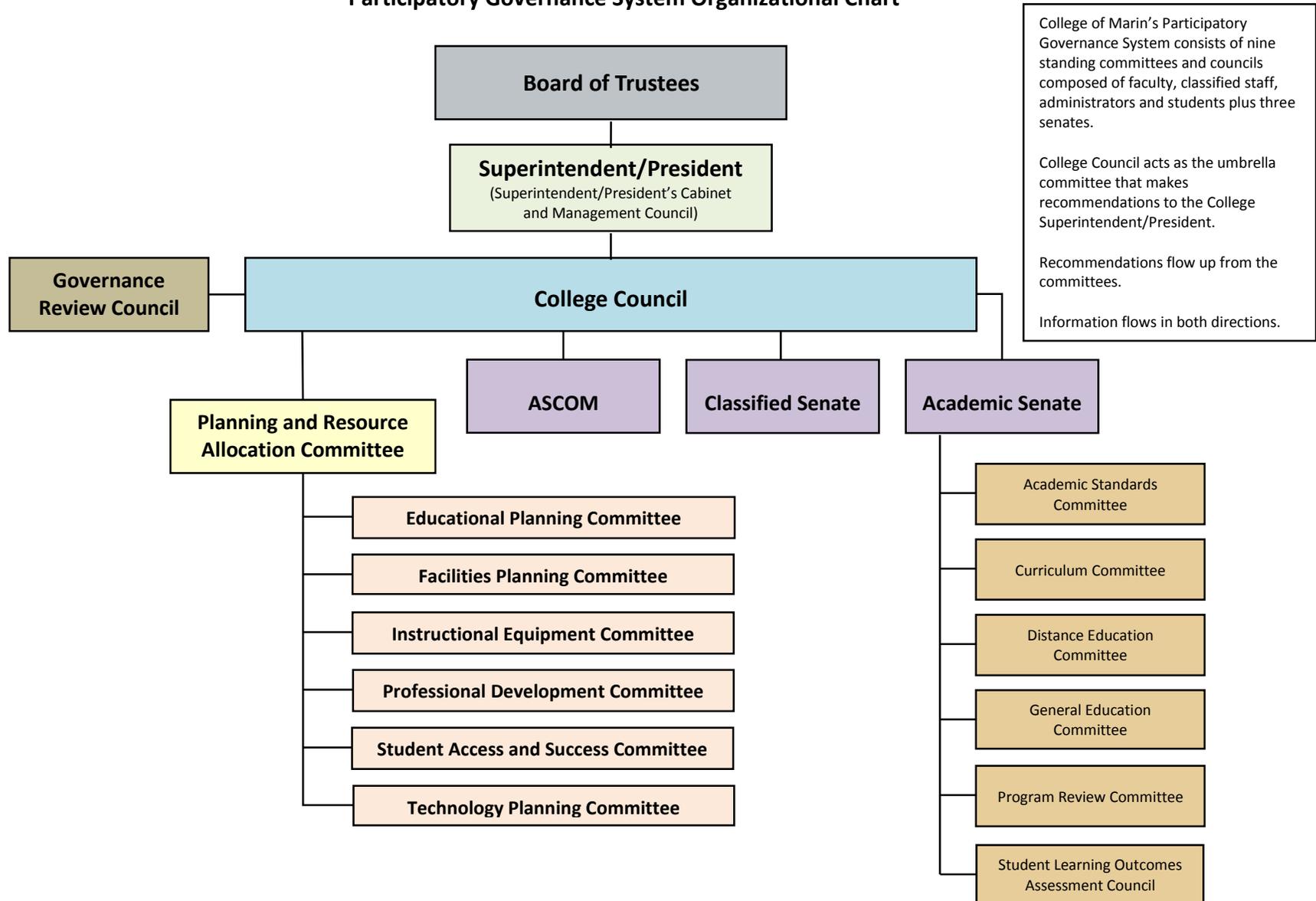
**College Council**

College of Marin's Participatory Governance System consists of nine standing committees and councils composed of faculty, classified staff, administrators and students plus three senates.

College Council acts as the umbrella committee that makes recommendations to the College Superintendent/President.

Recommendations flow up from the committees.

Information flows in both directions.

**ASCOM**

**Classified Senate**

**Academic Senate**

**Planning and Resource Allocation Committee**

- Educational Planning Committee
- Facilities Planning Committee
- Instructional Equipment Committee
- Professional Development Committee
- Student Access and Success Committee
- Technology Planning Committee

Academic Senate committees:
- Academic Standards Committee
- Curriculum Committee
- Distance Education Committee
- General Education Committee
- Program Review Committee
- Student Learning Outcomes Assessment Council

**2013-2014 Governance Digest:** *Governance in Action*

The Participatory Governance System (PGS) Governance Digest, published by Academic Senate President Sara McKinnon, provides information about the College's participatory governance committees. This issue documents 2013-2014 governance committee activities and recommendations, as well as resulting actions taken and committee updates.

See the Participatory Governance Web Page for more information about the College's Participatory Governance System including the PGS Plan and links to each participatory governance committee's web page. PGS Committee web pages include the committee's charge and responsibilities, membership list, meeting schedule, committee agendas and minutes.

# College Council (CC)

**Chair:** *(Designated by position),* Superintendent/President David Wain Coon

**Primary Charge:** College Council serves as an advisory group to the College superintendent/president for the College of Marin Board of Trustees' policies and procedures, College goals, plans and priorities, and as a clearing house for information. It is also serves as vehicle for communication among constituent groups.

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| • College Council members met monthly to discuss and respond to governance recommendations, college planning documents and reports, review the board of trustees agendas and present reports about the activities of their respective constituencies.<br><br>• Reviewed and agreed to move forward to the board of trustees 10 revised revised administrative procedures as recommended by the Board Policy Task Force and/or Academic Senate.<br><br>• In September, 2013, College Council approved *The Accreditation Mid-Term Report*. In addition, it approved the *Research Plan* and the *Professional Development Plan*.<br><br>• Other presentations given for College Council input included:<br><br>    o Increasing number of vending machines on campus<br>    o Student debt and plans to deal with it<br>    o COM Foundation status and Advancement Office fundraising update<br>    o COM progress on meeting Student Success Act measures<br>    o A new SERP and a new benefits administrator<br>    o A proposed Fee/Fines schedule revision and new bookstore contract with a new bookstore<br>    o An energy audit | • College Council members provided feedback to the superintendent/president, communicated back to their constituencies and brought recommendations forward as appropriate.<br><br>• Board policies moved on to the board of trustees for adoption. Administrative procedures were approved by the College superintendent/president and sent to the board of trustees as Information Items. Revised board policies and administrative procedures were posted on the College Website.<br><br>• *The Accreditation Mid-Term Report* went on to the Board of Trustees for their approval and then on to ACCJC by the due date*.* The plans were approved and posted on College website. Responsible parties began implementation.<br><br>• Results of some of the presentations include:<br><br>    o Vending machines were added to Austin and to SMN<br>    o The College began to send letters out to students who owe money<br>    o The new fee/Fine Schedule was passed by the Board of Trustees and implemented<br>    o The Bookstore was taken over by Follet Books as of mid-June |

## Governance Review Council (GRC)

**Chair:** Matt Markovich

**Primary Charge:** The Governance Review Council's charge is to monitor and evaluate the governance system to ensure that the system's processes, decision-making and communication are available to all.

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| • The Governance Review Council met 6 times.<br>• Council discussed the issue of student participation in governance committees and ways to increase it.<br>• Members proposed questions to be included in the CCSSE Survey.<br><br>• PGS Member Survey Results: GRC reviewed and analyzed the survey results from Spring 2013 and recommended the following actions:<br>  • Add a webpage on which final recommendations and approvals are posted<br>  • Provide "teasers" in the President's Weekly Briefing on a regular basis with links to helpful information<br>  • Reword the PGS survey question and analyze the results in the next survey<br>• Committee agreed to finalize questions for PGS Member Survey for distribution in early May and to finalize questions for the PBS Employee Survey at the beginning of the fall semester for distribution in December 2014.<br>• Other solutions to promote openness, transparency and a full understanding of PGS:<br>  • PGS presentation at Fall 2014 Convocation<br>  • Email a PGS fact bullet sheet prepared by GRC to distribution list<br>  • Ask HR to offer PGS training to all employees and/or provide PGS Manual or link to all new employees and managers<br>  • Explore the use of creating a video PGS orientation/training | • Three of seven proposed questions were included in the CCSSE and three of the seven were already part of the survey.<br><br>• A Program Review Allocation Results webpage has been added to the Program Review website detailing recommendations and approvals since 2007-2008.<br><br>• Survey question was reworded and survey distributed in May 2014 |

## Planning and Resource Allocation Committee (PRAC)

**Co-chairs:** *(Designated by position),* Academic Senate President Sara McKinnon and Interim Vice President of Student Learning Cari Torres

**Primary Charge:** The Planning and Resource Allocation Committee's charge is to ensure that the College's planning and resource allocation processes support student success and involves broad participation by all segments of the College community. PRAC also ensures planning recommendations and decisions are consistent with the Education Code, accreditation standards, the College Mission Statement, vision, values, and strategic institutional planning priorities.

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| <ul><li>PRAC met 16 times during the 2013-2014 Academic year.</li><li>Meetings are held on the 2nd and 4th Tuesday of the month.  PRAC meets weekly in May.</li></ul> | <ul><li>Due to a number of new members, PRAC process and objectives for the year reviewed including a timeline.</li><li>Throughout the year PRAC received updates from its subcommittees.</li><li>PRAC reviewed and accepted the Professional Development Plan</li><li>It reviewed the Tracking System and Executive Summary for the Strategic Plan Progress Report 2013</li><li>The Committee was updated on the Tech Initiatives implementation, the budget overview, student services reorganization, etc.</li><li>VPFCO Nelson gave a quarterly budget presentation and also explained the issue of student debt.</li><li>2013-2014 Schedule Restoration document was reviewed and amended. Summer 2014 offerings were doubled over 2013.</li><li>Austin White Paper was discussed including various options for the building.</li></ul> |
| **PRAC reviewed requests from the  Mini Program Review** | The Mini Program Review covers budget requests.<br>Some requests are vetted by other committees and recommended to PRAC and others are vetted directly by PRAC. |

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| • **Full time Faculty Recommendations – through the Full Time Faculty Allocation Committee (FTFAC), an ad hoc subcommittee of PRAC:**<br>• Screen Spring 2014 to start Fall 2014:<br>    • 2 Math (from last year's recommendation)<br>    • 1 Counseling<br>    • 1 Library<br>• Screen Fall 2014 to start Spring 2015<br>    • 1 Art History<br>    • 1 Art – 2-D Fine Arts<br>    • 1 Business<br>    • 1 Music<br>    • 1-2 Kinesiology<br>• Screen Spring 2015 to start Fall 2015<br>    • 2 General Biology<br>    • 1 History/Ethnic Studies<br>    • 1 Chemistry<br>    • 2 English<br>    • 1 ASL depending on retirements<br>    • 1 Modern Languages<br>    • 1 English Skills | • **The president approved the following on April 28, 2014**<br>• **Screen Fall 2014 – Start Spring 2015**<br>    • Art History (1)<br>    • Art – 2-D Fine Arts (1)<br>    • Business (1)<br>    • Music (1) – Specialty to be determined at conclusion of Spring 14 recruitment process<br>    • Kinesiology (1)<br>• **Screen Spring 2015 – Start Fall 2015:**<br>    • General Biology (2)<br>    • History/Ethnic Studies (1)<br>    • Chemistry (1)<br>    • English (2) |
| **Additional Units Recommended for 2014-2015:**<br>• 6 units for Anthropology<br>• 8.98 units for Drama<br>• 1.5 units for summer coordination of OWC<br>• 6 units for Econ 101<br>• up to 15 units for summer sports classes<br>**For 2015-2016 – depending on COR revisions**<br>• 6 units for Anthropology<br>• 9 units for Mod Languages | Units approved provided they can be found within existing unit allocations by rotating courses. |

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| **Instructional Equipment Recommendations from the IEC approved:**<br>• Recommended that instructional equipment requests #1-10 be purchased with $75,000 in Instructional Equipment funds provided by the state, with a remaining difference of $14,459.64 to be funded by a portion of remaining Modernization bond funds for the Performing Arts project (expended for item #6, Par D60 lights for the theater).<br>• Recommended that the district also contribute an amount from the General Fund to match $75,000 in state funds, permitting purchase of items #11-20.<br>• If there are any additional funds available, requests #20-44 be purchased by rank order insofar as additional funds are available, recognizing these instructional equipment items will improve quality and expand offerings of educational programs.<br>• (See Instructional Equipment Committee for other details of their recommendations) | • The president approved Tier 1- #1-10 on June 12, 2014<br><br><br>• The president approved Tier 1- #11-20 on August 27, 2014<br><br><br>• Not approved.<br><br><br>http://marin.edu/SLO/program-reviews/PDF/2014IEREQUESTSRANKED-FINAL.pdf |
| **Software Recommendations**<br>• Turnitin – College wide request<br>• Sim Chart Subscription for Nursing<br>• Requests from ACRT/AUTO, Business, MMST, Music, Architecture, Chemistry, and Drama<br>• ESL and Music requests | • The president approved on June 9, 2014<br>• The president approved on June 12, 2014 (grant funded)<br>• The president approved on September 23, 2014<br><br>• No approved |
| **Instructional Supplies Requests**<br>• ACRT Spray Booth filters<br>• Biology for IVC class supplies<br>• CR ESL supplies increase<br>• Social Sciences – Model UN increase | • The president approved these requests on September 23, 2014. |
| **Instructional Requests under $200/each**<br>ART: Photography – Safety floor mats and shelving for darkroom | • The president approved these requests on September 23, 2014. |

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| **Library Requests**<br>• Book Collection Development<br>• Pleasure Reading Collection Development<br>• LibGuides Platform, ArtStore Subscription, Gale Database | • The president approved $12,000 for collection development on September 23, 2014.<br>• Deferred for institutional subscriptions discussion |
| **Recommendations based on Student Services Program Reviews:**<br>• *PRAC recommends that the DSPS Program receive adequate resources necessary to meet their Supervision and Managerial responsibilities as required by the Chancellor's Office as well as the resources necessary to meet the needs of Counseling.*<br>• *PRAC recommends that facilities meet FERPA regulations*<br><br>• *The Transfer & Career Center Technician's position be increased from 11 months to 12 months ($4,004 annually).*<br>• *The Job Placement Technician position be increased from 50% to 100% with funds being found in the Student Services budget.*<br>• *Supporting the funding of up to 5 Career/Transfer ambassadors.*<br>• *New facilities be considered for combining Job Placement and Career & Transfer Center.*<br>• *Finding funding for proposed Transfer & Career Center budget within the Student Services budget, including up to 7 computers for students.*<br>• *PRAC recommends that the college invest $22,253 to support a full-time EOPS/CARE and CalWORKS Director.  PRAC recommends that facilities meet FERPA regulations.* | **Update as of September 30, 2014:**<br>• Additional FT Counselor position at final interview stage.<br>• Director position has been posted.<br><br><br>• Consolidation of office into Media Services space moving forward.<br><br>• Done<br><br><br>• Done<br><br><br>• In discussion<br>• This move will happen after the New Academic Center has been completed.<br>• In Process<br><br><br>• Position Description is being finalized and will go to the Board of Trustees for approval later this year. |
| **Service Contracts budgets Recommendation:**<br>PRAC recommends that disciplines with equipment requiring service contracts have an annual budget allocation included in the budget buildup. | Discussion in progress. |

## Educational Planning Committee (EPC)

**Co-chairs:** Peggy Dodge and Jim Arnold, Dean of Math and Sciences

**Primary Charge:** As a subcommittee of the Planning and Resource Allocation Committee (PRAC), the Educational Planning Committee is charged with developing and monitoring the Educational Master Plan.

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| <ul><li>In 2013-2014, the Educational Planning Committee (EPC) met 11 times to assess and evaluate the progress of the Strategic Plan 2012-2015.</li><li>The second three-year strategic plan was approved in October 2012 with 13 broad objectives as follows:<ul><li>Objective 1–Enrollment Management</li><li>Objective 2–Instructional Technology</li><li>Objective 3–Distance Education</li><li>Objective 4–Professional Development for Instructional Technology</li><li>Objective 5–Student Success Initiative</li><li>Objective 6–Teaching and Learning Strategies</li><li>Objective 7–Community Partnership</li><li>Objective 8–Facilities Plan</li><li>Objective 9–Technology Plan</li><li>Objective 10–Assessment, Program Review and Resource Allocation</li><li>Objective 11–Fiscal Stability</li><li>Objective 12 –Financial Planning and Budgeting</li><li>Objective 13–Communication with Community</li></ul></li><li>Champions were assigned to each of the objectives and were tasked with completing the Strategic Plan's 68 Action Steps for the second year.</li><li>In order to monitor progress this past year, Champions continued to use the Action Step Progress Form developed and adopted in fall 2012 to submit progress reports.</li></ul> | <ul><li>EPC has reviewed and evaluated progress to date, and as obstacles to completing the work on time occasionally became evident, EPC asked the champions for explanations. If further resources were needed, EPC reported the issue to the Planning and Resource Allocation Committee (PRAC), which then sent a recommendation to the College superintendent/president.</li><li>The Action Step Progress Forms and all supporting evidence for each of the Action Steps were published online in order to inform the EPC and the College community of the continuing progress.</li><li>There are a total of 68 action steps for 2013-2014.<ul><li>5 action steps accomplished 100% of the three-year plan</li><li>1 action step accomplished 90% of the three-year plan</li><li>1 action step accomplished 85% of the three-year plan</li><li>1 action steps accomplished 80% of the three-year plan</li><li>46 action steps accomplished 65 percent of three-year plan</li><li>1 action step accomplished 60% of the three-year plan</li><li>1 action steps accomplished 55% of the three-year plan</li><li>8 action steps accomplished 50% of the three-year plan</li><li>1 action step accomplished 45% of three-year plan</li><li>1 action step accomplished 40% of three- year plan</li><li>1 action step has been postponed due to lack of facilities</li><li>[2 action steps start in year 3]</li></ul></li></ul> |

# COLLEGE OF MARIN

*Governance Digest*

## Facilities Planning Committee (FPC)

**Co-chairs:** Laura McCarty and Eric Dunmire (Fall) and Blaze Woodlief (Spring)

**Primary Charge:** The Facilities Planning Committee operates as a subcommittee of the Planning and Resource Allocation Committee to ensure faculty, staff and student involvement in the planning, design, construction, upkeep and use of College-owned facilities to foster student success.

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| • The Facilities Planning Committee met 6 times during 2013/2014. | • Meetings held the 4th Tuesday of the month at 1:00 pm |
| • Fall meetings focused on classroom scheduling options and several options on the ultimate decision regarding Austin Center. The *Austin White Paper* was shared with the committee. | • Board of Trustees voted to demolish Austin once it is no longer needed for swing space. |
| • Summer projects were reported including:<br>　o ADA upgrades of Fusselmann Hall and other improvements<br>　o Upgrades to the Student Services Building<br>　o LRC Seismic upgrades | • Summer projects began and are in progress including the Fusselmann Hall upgrades, a remodel of Admissions and Records and Financial Aid offices, the LRC seismic upgrades, and the development of the scope of the first phase of ADA upgrades at IVC. |
| • The committee looked at facilities program review data for 2013/2014 and summarized requests, recommending responsible persons for each request. | • Program Review requests were forwarded to responsible parties. A report was given to PRAC on September 9, 2014. |
| • FPC Members joined PRAC for a presentation on Cost of Ownership data collected by Gilbane for both campuses. | |

## Instructional Equipment Committee (IEC)

**Chair:** David Snyder

**Primary Charge:** The College Instructional Equipment Committee operates as a subcommittee of PRAC to ensure faculty, staff and student involvement in recommending allocations for instructional equipment.

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| • IEC reviewed equipment requests to consolidate equipment and hardware requests, and to differentiate 'equipment' from supplies and software requests according to state regulations. | One consolidated list of 45 total equipment requests was created. |
| • Instructional deans and managers worked with department chairs and faculty in respective divisions to rank order 'A' requests (needed to maintain programs). Deans, managers, or their designee then reported to IEC with justifications for their rankings. | IEC consolidated rankings from divisions into draft for review by deans, managers, and individual program review requestors. |
| • IEC asked deans, managers, chairs, and faculty requestors of equipment for any appeals of IEC draft rankings. | One appeal considered from Drama. |
| • The IEC recommends that instructional equipment requests #1-10 be purchased with $75,000 in Instructional Equipment funds provided by the state, with a remaining difference of $14,459.64 to be funded by a portion of remaining Modernization bond funds for the Performing Arts project (expended for item #6, Par D60 lights for the theater). | PRAC accepted recommendation and forwarded to president. |
| • The IEC recommends that the district also contribute an amount from the General Fund to match $75,000 in state funds, permitting purchase of items #11-20. | PRAC accepted recommendation and forwarded to president. |
| • The IEC recommends that if there are any additional funds available requests #20-44 be purchased by rank order insofar as additional funds are available, recognizing these instructional equipment items will improve quality and expand offerings of educational programs. | PRAC accepted recommendation. IEC to implement next year. |

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| • The IEC recommends that the request for work surfaces submitted by Auto Tech be reviewed by the district to determine the extent of health and safety concerns involved, and to determine whether these requests should be funded via Modernization or some other source of college funds. | PRAC accepted recommendation. |
| • The IEC recommends that the request for five classrooms with student computer stations submitted by English be reviewed by the district to determine its facilities implications, as well as other possible concerns. | PRAC accepted recommendation. |
| • The IEC recommends that all computer technology purchases be reviewed by IT department prior to purchase to ensure conformity to district standards. | PRAC accepted recommendation. |

## Professional Development Committee (PDC)

**Chair:** Kristina Combs and Diane Traversi

**Primary Charge:** The PDC oversees professional development planning, programs and evaluation in support of the College Mission, institutional plans and initiatives, accreditation and legal requirements. The PDC operates as a subcommittee of PRAC.

| ACTIVITIES/RECOMMENDATIONS | RESULTING ACTIONS/UPDATES |
|---|---|
| Contributed information to the College of Marin Professional Development Plan 2013-2016.<br><br>Administered the Professional Development Needs Assessment for employees and analyzed survey results.<br><br>Began identifying employee PD needs and planning for 2014-15 Flex activities. | The PDC used the Professional Development Plan and results from the Professional Development Needs Assessment to guide the development of professional development activities for our expanded Fall 2014 Flex Week. The activities related to the PD Plan themes of Teaching and Learning, Student Success, Technology Training, Institutional Effectiveness, and Employee Excellence. |
| Conducted a New Full-time Faculty Academy, a series of five orientation programs for newly hired faculty. | The college offered a New Full-time Faculty Academy in the spring for 10 full-time faculty members who began in fall and eight who began in the spring. The Academy featured teaching demonstrations, visits to departments and services across campus and to IVC, and presentations related to policies, procedures, and tenure. An important part of the NFA was the building of relationships among cohort members. We hope this will have a long-term benefit for the college through increased collaboration among faculty and departments. |
| Began review and discussion of the Professional Development webpage to make it more user friendly. | Committee members began compiling ideas about what we would like to see on the webpage and made initial contact with the web designer to discuss scheduling issues. This is a major project and work will continue into the 2014-15 academic year. |
| Planned the end-of-year Faculty/Staff Luncheon. | This was a successful activity that brought together faculty, staff, and administrators from across campus. At the luncheon, the Academic Senate and Classified Senate recognized outstanding service by members. Retiring and new employees were also recognized. |

## Student Access/Success Committee (SASC)

**Chair:** VPSS, Jon Eldridge

**Primary Charge:** The Student Access/Success Committee's charge is to review plans and institutional data and trends in order to make recommendations that address student access and success. SAS operates as a subcommittee of PRAC.

| ACTIVITIES | RESULTING ACTIONS / UPDATES |
|---|---|
| • Based on recommendations from 2013 program reviews, SAS and other work groups began work on the following: | |
|   • Formed a Developmental Math Task Force to begin to address issues in student success and retention in beginning Math courses. | • The Math Task Force and Math faculty learned about different strategies in a workshop with the Education Advisory Board (EAB) and also met with the Math department to find out what its ideas were to solve this problem. |
|   • An Alert and Intervention Work Group was formed to explore new software and develop a new web function to allow faculty and others to initiate alerts regarding struggling students to appropriate persons. | • COMCARES, a MyCOM Portal using the software application, Advocate, has been created and will be launched fall 2014. |
|   • A COMPASS Work Group met with K-12 partners to develop methods to reach students starting in 9th grade around college readiness. | • A presentation was made to the Board of Trustees on COMPASS plans. A Summer Bridge Program was implemented with success in summer 2014. |
|   • A Veterans Task Force was formed to work on more support for veterans. | • Veterans' issues and services were presented to the New Faculty Academy. |
| • SAS reviewed the primary questions in the Community College Survey of Student Engagement (CCSSE) and worked on the development of additional questions included in the CCSSE survey. | • The CCSSE was administered to students in credit classes during the spring semester. Results of this survey will be analyzed in fall 2014 and incorporated in the SSSP and Equity Plans. |
| • Committee discussed ideas for COM to develop an atmosphere that celebrated students and their differences and have professional development opportunities for staff and faculty. | • A series of seminars were offered in spring 2014 on "Students, Safety and Sexuality." |

| ACTIVITIES | RESULTING ACTIONS / UPDATES |
|---|---|
| • Based on 2014 Program Reviews, SAS made the following recommendations to PRAC in August 2014: | • All recommendations were approved by PRAC at its first meeting fall 2014. |
| • Support the College-wide commitment to enhancing and expanding student success-related curriculum in a variety of forms, early in students' academic careers, perhaps even making it a required part of each student's SEP. | • In progress |
| • Integrate existing efforts into the institutional approach to developmental math being formulated by the Developmental Math Task Force in concert with the Math Department, BSI, and others. | • Faculty member of SAS attended RP Conference in August 2014 to work on the development of a COM Academy Plan.  She will report back to SAS and PRAC in fall 2014. |
| • Support efforts currently being formulated, including the 'COM Academy' concept submitted to PRAC via program review this spring. | • In progress |
| • Move quickly on the Transportation Charter developed from last year's recommendation and begin implementing transportation-related initiatives as early in the 2014-15 academic year as possible. | • In progress |
| Many discussions relating to basic skills, developmental math and English, college skills, and how to effectively serve the many students who come to COM less than fully prepared to be successful academically are occurring at the College. It is time to pull all of these discussions together into a 'master plan for college preparation,' derived from the good work currently underway across the institution. An institutionally 'owned' master plan to address basic skills is particularly timely, as many of the issues COM will be required to address in the mandated Equity Plan (due to the Chancellor in November, 2014) link directly to the College's poor performance in helping students move to 'college-ready' in math and English. The Equity Plan will outline the imperative; the basic skills master plan will outline the strategies and intended outcomes; and the next institutional strategic plan can then catalogue the action steps necessary to make real progress. | |

## Technology Planning Committee (TPC)

**Chair:** Michael Irvine

**Primary Charge:** The Technology Committee's charge is to assure broad involvement in technology planning and to provide guidance for major technological decisions. The TPC operates as a subcommittee of PRAC.

| ACTIVITIES | RESULTING ACTIONS / UPDATES |
|---|---|
| • TPC met 14 times during 2013-2014 | Meetings are held on the 2$^{nd}$ and 4$^{th}$ Thursday of each month. |
| • TPC was regularly updated on progress of 4 major Technology Initiatives throughout the year<br>a. Faculty & Staff Computer Replacement (11.C.1)<br>b. Upgrade Server Infrastructure (II.D.1)<br>c. Replace Aging Voice Mail System (II.D.4)<br>d. Network Upgrades & Wi-Fi Implementation (II.D.2 & II.D.3) | **See** 9.5 EV4 Information Technology Report Fall 2013<br>http://www.marin.edu/com/ODP/ActionSteps/ActionSteps-tracking.htm |
| • TPC reviewed progress on list of priorities created in spring 2013 for the Board of Trustees. | See Minutes for 2013-9-26 Meeting:<br>http://www.marin.edu/sharedgov/committee/TPC/index.htm |
| • PTC received regular Task Forces for Infrastructure Projects Updates | See Attachment: *IT Infrastructure Taskforces* under 2013-10-24 Meeting<br>http://www.marin.edu/sharedgov/committee/TPC/index.htm |
| • TPC provided input on reports back to the Ed Planning Committee on the Strategic Plan's Objective 9. | See Action Step Progress Report: 9 (Year 2)<br>http://www.marin.edu/com/ODP/ActionSteps/ActionSteps-tracking.htm |
| • TPC looked at a re-prioritization of Technology Plan Initiatives | See Technology Plan Priority List 8-25 14<br>http://www.marin.edu/sharedgov/committee/TPC/index.htm |
| • The creation of ad hoc Technology Advisory Group(s) (TAG) as suggested in the WTC's 2012 Assessment was discussed and recommended to PRAC at its 5-13-2014 meeting. | See TAG Organizational Chart and Smart Classroom Draft documents Posted with TPC Minutes 13-8-28<br>http://www.marin.edu/sharedgov/committee/TPC/index.htm |

# 2013-2014 Governance Committee Members

**College Council (CC)**
**David Wain Coon (Chair)**
Greg Nelson, Manager
Cari Torres, Manager
Jonathon Eldridge, Manager
Becky Brown, Faculty
Sara McKinnon, Faculty
Patricia Seery, Faculty
Steve Petker, Student
Lance Reyes, Student
Eric Sitzenstatter, Student
Alice Dieli, Classified Professional
Rhonda Jones, Classified Professional
Nicole Cruz, Classified Professional

**Educational Planning Committee (EPC)**
**Jim Arnold, Manager (Co-chair)**
**Peggy Dodge, Faculty (Co-chair)**
Cara Kreit, Faculty
Steve Newton, Faculty
Karen Robinson, Faculty
Susan Rahman, Faculty
Sara McKinnon, Faculty
Alice Dieli, Classified Professional
Maridel Barr, Classified Professional
Derek Levy, Manager
Lance Reyes, Student
Alex Zavala, Student
Barbara David (Staff Resource)

**Facilities Planning Committee (FPC)**
**Laura McCarty, Manager (Co-chair)**
**Blaze Woodlief, Faculty, (Co-chair)**
Erik Dunmire, Faculty
Matt Smyth, Manager
Laurie Loeffler, Classified Professional
James Kuromiya, Classified Professional
Ben Wilson, Student
Steve Petker, Student
Maridel Barr (Staff Resource)

**Governance Review Council (GRC)**
**Matt Markovich, Manager (Chair)**
Cathy Summa Wolfe, Manager
Christine Li, Faculty
Wendy Walsh, Faculty
Joan Rinaldi, Classified Professional
Julie Oyle, Classified Professional
Lance Reyes, Student
Steve Petker, Student
Barbara David (Staff Resource)

**Instructional Equipment Committee (IEC)**
**David Snyder, Manager (Chair)**
Patrick Ekoue-totou, Manager
Arthur Lutz, Faculty
Rebecca Beal, Faculty
Ron Palmer, Faculty
Ron Krempetz, Faculty
Joe Mueller, Faculty
Jon Gudmundsson, Classified Professional
Andy Haber, Classified Professional
Diane Faw and Eileen Acker (Staff Resources)
David Erlenheim (Staff Resource/District Buyer)

**Planning & Resource Allocation Committee**
**Cari Torres, Manager (Co-chair)**
**Sara McKinnon, Faculty (Co-chair)**
Jonathan Eldridge, Manager
Greg Nelson, Manager
Nanda Schorske, Manager
Kathleen Smyth, Faculty
Michele Martinisi, Faculty
Becky Brown, Faculty
Gina Cullen, Faculty
Yolanda Bellisimo, Faculty
Sheila Whitescarver, Faculty
Jeff Fleisher, Classified Professional
Gina Longo, Classified Professional
Paul Fanta, Classified Professional
Ben Wilson, Student
Peggy Isosaki, (Staff Resource)
Patrick Ekoue-Totou (Staff Resource)
Carol Scialli (Staff Resource)

**Professional Development Committee (PDC)**
**Diane Traversi, Manager (Co-Chair)**
**Kristina Combs, Manager (Co-Chair)**
Anne Gearhart, Faculty
Cheo Massion, Faculty
Devon Kinka, Classified Professional
Diane Faw, Classified Professional
Michelle Gantos, Student
Soroosh Pourmehraban, Student
Beth Patel, (Faculty Resource)

**Student Access/Success Committee (SASC)**
**Jonathan Eldridge, Manager, Chair**
Derek Levy, Manager
Meg Pasquel, Faculty
Luz Moreno, Faculty
Anna Pilloton, Classified Professional
Becky Reetz, Classified Professional
Ina Shapiro, Student
Rhonda Jones (Staff Resource)

**Technology Planning Committee (TPC)**
**Mike Irvine, Classified Professional (Chair)**
Jonathan Eldridge, Manager
Patrick Ekoue-touto, Manager
Frank Crosby, Faculty
John Hinds, Faculty
Kofi Opong Mensah, Faculty
Dave Patterson, Faculty
Steve Newton, Faculty
Derek Wilson, Faculty
Shook Chung, Classified Professional
Mary Sage, Classified Professional
John Ware, Student