College Council Meeting
November 10, 2011
3:00-4:30 p.m.
Meeting Summary

Present:
Yolanda Bellisimo, Raemond Bergstrom-Wood, Nicole Cruz, Alice Dieli, Al Harrison (Substitute Chair President Coon), Andrea Hunter, Kathleen Kirkpatrick (Staff Resource), Marian Mermel, Laura McCarty (Staff Resource) and Sara McKinnon

Absent: Chialin Hsieh (Staff Resource), David Wain Coon (Chair), Ken Meier, Michael Dougan, Scott Blood

Agenda:

1) AGENDA
2) MINUTES
3) PRESIDENT’S REPORT
4) STUDENT SUCCESS TASK FORCE RECOMMENDATIONS (Deferred to next month)
5) DATA REPORT
6) BP/AP REVISION PROJECT
7) MODERNIZATION PROJECT REPORT
8) COMMITTEE REPORTS
9) BOARD OF TRUSTEES
10) CONSTITUENT REPORTS
11) MEETING WRAP UP
12) NEXT MEETING

AGENDA REVIEW
Revised to defer the item regarding Student Task Force Recommendations to next month when President Coon is here. Remainder of Agenda approved by consensus.

APPROVE MINUTES
Minutes of the October 13 College Council meeting were approved by consensus.

PRESIDENT’S REPORT

- Spring 2012 Commencement is scheduled for Saturday, May 26, 2012 at 10:00 am in the Gymnasium.

- College Council faculty and staff are reminded to complete the online Fall 2011 Faculty/Staff Survey to provide input into the development of the 2012-2015 Strategic Plan. The survey link
was emailed via ComAll yesterday. The survey closes midnight November 24. Survey results will be posted at the Planning, Research, and Institutional Effectiveness (PRIE) website.

- Accreditation Team Follow up visit took place last week. President Coon reported the follow-up he got from the Chair indicated we did well. Two items related to the recommendations re. Tech Plan and Facilities Plan are on the next week’s Board Agenda. Agenda includes items to approve consultants in for each of these plans.

DATA NUGGET
This month’s data nugget is on Degrees and Certificates awarded. For a full report go to: http://www.marin.edu/WORD-PPT/MemoPRIE_Degree_Certificated_All.pdf

- There were total of 268 Certificates and Degrees awarded in 2010-2011:
  
  o AA degrees awarded: 135.
  o AS degrees awarded: 75.
  o Career Certificates awarded: 58.

- There were 123 majors listed in the last 5 years:
  
  o Associate Degree in Arts (AA) has 36 majors (29%)
  o Associate Degree in Science (AS) has 46 majors (37%)
  o Career Certificates has 41 majors (33%)

- Out of the 123 majors, 44 of them awarded 1 degree over the last 5 years:
  
  o Out of the 36 AA majors, 4 majors (11%) awarded 1 degree over the last 5 years.
  o Out of the 46 AS majors, 19 majors (41%) awarded 1 degree over the last 5 years.
  o Out of the 41 Career Certificate programs, 21 programs (51%) awarded 1 certificate over the last 5 years.

Discussion points:

- We May need to make it easier for student’s apply for degree/certificate and do better marketing so students know they can get one.

- There used to be a general Liberal Arts one that we deleted. Now we’ve created new ones in broader categories, but not sure how many students are getting them.

- There may be a pathway to CSUs created with new system.

BP/AP Revision Project

- Kathleen referenced the following BP/APs on the agenda that were posted on the web for CC members to review before the meeting

  Chapter 2/Board of Trustees
  a) BP 2735 Board Member Travel
b) AP 2714 Distribution of Tickets or Passes
   a. AP 2712 Conflict of Interest Code (Per CCLC Update 19)

Chapter 3/General Institution
b. BP 3810 Claims Against the District
c. AP 3810 Claims Against the District

Chapter 5/Student Services
Information Item(s) from the Academic Senate:
d. AP 5070 Attendance

Chapter 7/Human Resources
e. AP 7212 Temporary Faculty – Information Item (Revised to delete reference to Affirmative Action.)
f. AP 7215 Academic Employees Probationary Contract Faculty (Information Item from Academic Senate)
g. BP 7250 Educational Administrators (Information Item from Academic Senate)
h. AP 7340 Leaves
i. AP 7343 Industrial Accidents and Illness
j. BP/AP 7345 Catastrophic Leaves
k. BP 7365 Discipline and Dismissal of Classified Employees
l. AP 7365 Discipline and Dismissal of Classified Employees

BP listed above will be forwarded to the Board of Trustees for a first reading in December.
APs will be forwarded to the Board as Information Items.

MODERNIZATION PROJECT REPORT
- Director of Modernization Laura McCarty reported:
  o Fine Arts: Preparing follow-up to last month’s Board meeting on Fine Arts. Will report back in retreat session that includes response to items not completed. List has been summarized and categorized. Meetings had been held to prioritize needs. Items related to instruction were always given the highest consideration. An outside company did an assessment that found there was some copper piping that should not have been installed. This has been corrected. Weatherization is a concern – providing some coverings to keep rain out of building, slippery stairwells and away from lockers. This will be presented to the Board Tues. If they approve, Laura will work with a User Group from Fine Arts to implement.
  o Main building IVC has some air problems. They are working on correcting.
  o Math/Science seems to be going well. Starting equipment planning process meetings now.
  o Performing Arts: Hit a gas main this morning while excavating that affected northern end of campus.
  o Child Study Center: Asking Board to approve an increased increment to get all the equipment they need. Earliest move-in would be sometime in spring 2013. However, may be best to move over the summer of 2013.
New Academic Center: Estimates came in quite higher than original budget of 21.6 million. Will need to work with architect to revise plans. One factor is that the 200 seat auditorium was driving costs higher. Instead we are proposing a multi-purpose 120 seat room focused on instruction.

PGS Committee Reports

- PRAC, Sara McKinnon
  - Working on classes that have waitlists. Need to follow proper procedures of program review and resource allocation.

- GRC, Governance Review Council (Kathleen Kirkpatrick)
  - Meeting next week.

Board of Trustees

- Vice President Harrison distributed the Board Agenda. Highlights include:
  - Retreat scheduled. Fine Arts will be focus of much of this.
  - Regular Agenda includes Board Study Session on Modernization Part II.
  - Approval of Technology Plan Consultant
  - Approval of Facilities Master Plan Consultant

Constituent Reports

Academic Senate (Sara McKinnon)

- Item(s) reported:
  - Academic Senate just passed a resolution regarding state Student Success Task Force findings.
  - Working on APs and BPs
  - Academic Senate has been developing recommendations regarding professional development for new faculty.
  - Sara attended ASCCC Plenary in San Diego which included over 100 resolutions.

Classified Senate (Andrea Hunter)

- Item(s) reported:
  - Held a Fundraiser on 10/31 attended by many. Raised over $400 that will be used for recognition programs, awards and conference attendance.
  - Holding a second fundraiser at Wipeout Bar & Grill December 7. We will be distributing flyers. The restaurant will contribute 20% back to the Senate for anyone who comes in with a flyer.
  - One of our Senators attended a Health and Safety Committee meeting to express concerns about emergency boxes.

Emeritus Students COM (ESCOM) Marian Mermel

- Item(s) Reported:
Working on Emeritus Holiday Party to be held December 3 at St. John’s in Ross.

Planning a Preregistration and Preview Day to be held Saturday, January 14. Community Ed. and Emeritus will present an event for students to pre-enroll and get to know instructors who are teaching classes. This will also hopefully take into consideration students who have trouble and concerns about trying to register online and those instructors who would like to get more publicity and exposure for their classes.

Working on lecture series. The Lecture Series has developed into a community partnership. Those involved are San Anselmo Recreation, Tamalpais Union High School Community Programs, Larkspur Library, Corte Madera Recreation and College of Marin. Much excitement has been generated. A meeting was held this week and another is planned Monday, November 21. The group is developing a mission statement, title, graphic design and having fun thinking about who the speakers will be.

Also thank you to Jason Lau, the new Community Education Director for being so open to new ideas and working hard to make them happen.

ASCOM (Scott Blood)
- Item(s) Reported:
  - Not addressed

CSEA (Steve Dodson)
- Item(s) Reported:
  - Not addressed

Meeting Wrap-up
- BP/APs on agenda will move on to Board of Trustees next month.

Next Meeting and Adjournment:

Next meeting: Thursday, December 8, 2011 at 3:00 PM

Agenda items identified for the next meeting:
  Student Success Task Force

Agenda items may be emailed to kathleen.kirkpatrick@marin.edu