College Council Meeting  
February 16, 2012  
3:00- 4:00 p.m.  Student Services Room A  
Meeting Summary

Present:  
Yolanda Bellisimo, Raemond Bergstrom-Wood, Scott Blood, Becky Brown, David Wain Coon (Chair), Nicole Cruz, Alice Dieli, Chialin Hsieh (Staff Resource), Kathleen Kirkpatrick (Staff Resource), Ken Meier, Marian Mermel, Laura McCarty (Staff Resource) and Sara McKinnon.

Absent:  Al Harrison and Andrea Hunter

Guest: John Felling

Agenda:

1) AGENDA  
2) MINUTES  
3) PRESIDENT’S REPORT  
4) ACCREDITATION  
5) DATA REPORT  
6) BP/AP REVISION PROJECT  
7) MODERNIZATION PROJECT REPORT  
8) BOARD OF TRUSTEES  
9) CONSTITUENT REPORTS  
10) MEETING WRAP UP  
11) NEXT MEETING

AGENDA REVIEW  
*Agenda approved by consensus.*

APPROVE MINUTES  
*Minutes of the December 8, 2011 College Council meeting were approved by consensus.*

PRESIDENT’S REPORT

- President Coon reported that the new full-time faculty hiring process is going well. We’re doing second interviews for the second group of new FT faculty and have hired the FT chemistry instructor.

- Feedback from Convocation has been overwhelmingly positive. There is great benefit in doing an all-employee event and we should probably plan one at least once a year.
ACCREDITATION

- President Coon reported that the College received notice from AACJC on or about Feb 1 that put College of Marin back on warning. We had come off warning in January 2011.
- Recommendations from AACJC that we notified to complete last January that AACJC does not believe we’ve fully addressed are:
  - Recommendation One: Planning
  - Recommendation Two: SLOs
  - Recommendation Three: Distance Education
  - Recommendation Five: Student Services
  - Recommendation Seven: Facilities Master Plan
  - Recommendation Eight: Technology Plan
  - Recommendation Nine: Board of Trustees

- President Coon is taking the lead on this and formed a Task Group that will meet weekly and serve as the oversight committee. Their first charge is to assess where we are and where we need to be and report back at the next meeting.
- There will also be Task Teams in addition to the larger Task Group.
- We have decided not only to meet expectations, but to exceed them by the time of the Team Visit in October 2012.
- There is a recognition that many recommendations involve resources and he is prepared to commit the resources needed.
- This must be our number one priority to avoid being put on probation or show cause.
- There is a place for students on all teams. The more people involved the better.
- First we must get the work done then “tell our story” – first in the report and then when the team is here.
- We will most likely bring someone in who has expertise in Accreditation to review the report before we submit it.
- Vice President of Student Learning Ken Meier reported the Curriculum committee is very enthusiastic and taking an active role. They are scheduling additional meetings on Fridays to work on this.
- The President is thinking the first all-college meeting on this will take place after spring break.

DATA NUGGET

- Chialin Hsieh distributed results the following Fall 2011
  - Fall 2011 Faculty/Staff Survey Report
  - Fall 2011 Faculty/Staff Survey Comment Report
  - Fall 2011 Summary of Faculty/Staff Survey Results
  - Fall 2011 Student Survey Report
  - Fall 2011 Student Survey Comment Final Report
  - Fall 2011 Student Survey

- Comments:
- 48% of employees responded
500 people have responded to the Community Survey
Trends and commonalities in these pieces will be integrated into Strategic Plan

**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:

  I. **Chapter 3/General Institution**
     - BP & AP 3501 Campus Security and Access
     - AP 3540 Sexual and Other Assaults
     - BP & AP 3560 Alcoholic Beverages

  II. **Chapter 5/Student Services**
     - BP & AP 5510 Off Campus Student Organizations
     - BP 5700 Athletics

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

*Add stuff about the project finishing by May.*

**MODERNIZATION PROJECT REPORT**

- Director of Modernization Laura McCarty provided an update on the modernization projects.
  - Working with consultants on Facilities Master Plan.
  - Recently opened Drama teaching areas. Will be opening the theater in the beginning of March.
  - Science Math slated to finish in August
  - Child Study Center and NAC continue in design phase
  - Retrofitting the Main Building and a few other small projects.
  - Parking:
    - Been doing a survey by walking around to check parking and it is tight.
    - The 2007 Environmental Impact Report projected we would need 1100 parking spaces after Modernization projects were complete. However we are currently using 1400 spaces.
    - They've been looking for places where we can create spaces as a short term solution.
    - Lot 13 is a free lot, but there may be others using it who may not be students. There was a suggestion that students be given a free parking pass for this lot so it can be focused on student use.
    - There is a problem with Woodlands employees parking in our student lot that is behind Woodlands. May be possible to strike an agreement with them to park in
free Lot 13. President Coon will be meeting with the owner of Woodlands in the future and will discuss options.

**Board of Trustees**
- President Coon distributed the Board Agenda. Highlights include:
  - Special reports are included in the Superintendents/President’s Report including
    - Accreditation
    - Citizens Oversight Committee Report
    - Enrollment Report
  - Although we’re down over 500 heads this spring, we’re delivering more education as our students are taking more units.
  - We have more students this spring than we did fall 2011.
  - Reasons may involve the increase in the fees, enforcing prerequisites online and students on academic probation that were ineligible for financial aid.

**Constituent Reports**

**Academic Senate (Sara McKinnon)**
- Item(s) reported:
  - Reviewing MOU on enrollment management
  - Discussing curriculum and accreditation emails
  - Working on Distance Education Survey for faculty to help inform response to WASC re. DE. This will allow all faculty to have input and provide guidance.
  - Discussed move from old Science Center to new Math/Science

**Classified Senate (Andrea Hunter)**
- Item(s) reported:
  - Getting ready to send out next newsletter that includes welcoming
  - Planning next Classified Staff appreciation awards.
  - Fundraising activities to send people to the Leadership Academy
  - Appreciated Emergency Preparedness workshops that were held in January before Flex week because it’s a better time for classified staff to participate
  - Health & Safety Committee is up and running and emergency boxes are being replenish it.

**Emeritus Students COM (ESCOM) Marian Mermel**
- Item(s) Reported:
  - Introduced John Felling who is going to run for Emeritus President.
  - Preview Day was a success. Instructors valued the experience and appreciated the opportunity to connect with one another and with students.
• Over $5,000 was made from preregistration
• 40 instructors attended
• Over 150 people attended the event
• Emeritus made $150 in memberships.
  o 21 grants at $50 each were given out for Community Ed. Classes for this semester. $1,050 for winter semester.
• The Speaker Series is coming along.
  ▪ The series will be called “Hooked on Marin”.
  ▪ Topics include: Organic Foods, Mountain Biking and Rock Music History.
  ▪ Former DJ Terry McGovern will be the moderator.
  ▪ The series is a joint partnership between Tam Union High School District, Corte Madera and San Anselmo Rec Centers, the Larkspur Library, Emeritus and Community Education.

ASCOM (Scott Blood)
• Item(s) Reported:
  o Getting started with the semester.
  o Heard a lot of feedback re. new prerequisite system – didn’t seem fully implemented.
  o Implementation of online parking system was not fully ready.
    ▪ Suggestion to make students part of the testing before such programs are launched.

CSEA (Steve Dodson)
• Item(s) Reported:

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

Next Meeting and Adjournment:

Next meeting: Thursday, March 15, 2012 at 3:00 PM

Agenda items identified for the next meeting:
Strategic Plan Update?

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