Present:
Yolanda Bellisimo, Raemond Bergstrom-Wood, Scott Blood, Becky Brown, Nicole Cruz, Al Harrison (Substitute Chair for David Wain Coon), Chialin Hsieh (Staff Resource), Andrea Hunter, Kathleen Kirkpatrick (Staff Resource), Marian Mermel, Laura McCarty (Staff Resource) and Sara McKinnon.

Absent: David Wain Coon, Alice Dieli and Ken Meier

Agenda:

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

AGENDA REVIEW
Agenda approved by consensus with the addition of request to meet March 15 as reflected in the revised agenda above.

APPROVE MINUTES
Minutes of the February 16, 2012 College Council meeting were approved by consensus.

Meeting Time

- College Council has been given the responsibility to work on the College’s Strategic Plan with the assistance of consultants Ed Buckley and John Spevak.
- Proposal to meet next Thursday, March 15 with Ed Buckley to discuss the strategic plan process and CC role.
- Students also raised issue of conflict in meeting time with ASCOM meetings which begin at 3:30.
- CC may need to meet more frequently for the rest of the semester to work on strategic plan.
• General agreement to meet next week and determine how many meetings we need to add and when they’ll take place.

Agreed by consensus to meet at 3:00 p.m. 3/15/12 with Ed Buckley to discuss the strategic plan process and determine meeting schedule for the balance of the semester.

PRESIDENT’S REPORT

• Chair Al Harrison reported on behalf of President Coon that meeting the WASC Accreditation Recommendations is the college’s highest priority.
• President Coon has formed an Accreditation Response Team that is meeting weekly on Wednesdays to give progress reports.
• President Coon is satisfied with the progress being made at this time.
• The full time faculty hiring process is going well. We have made final selections for Chemistry and Physics instructors.

ACCREDITATION

• Chialin Hsieh reported on progress of Accreditation Response Team and distributed the Timeline for the Follow-up Report and Review Process.
  o March and April: working on Actions
  o May: The President will hold an all-campus meeting to report to College Community on progress.
  o June: Final recommendations will be submitted to Chialin as ALO and she will submit them to the consultant.
  o July: Allocated for report-writing
  o August: The President will report back to college community at College Convocation
  o September: Final report will go through Senates and College Council and on to Board on Sept. 15 for approval

• Chialin also distributed a list of plans being developed and completion dates.
  o PRAC has agreed to meet every week in April and May to complete process.
  o The development of the Strategic Plan is going to be under College Council. Consultant Ed Buckley will provide assistance.
  o Suggestion to do two CC meetings a month.
  o Suggestion to have a one-day retreat to work on Strategic Plan.
  o Discuss meeting process and schedule necessary meetings to accomplish tasks at next week’s meeting with Ed Buckley.

Agreed to determine meeting schedule needed to accomplish task at next week’s meeting with Ed Buckley.
Al mentioned surveys will be sent out re. the Technology Plan and encouraged people to respond so their needs can be included.

PGS COMMITTEE WEB PAGES

- Kathleen reported that the Governance Review Council approved a recommendation from PRAC to establish a web page for each PGS committee.
- Web pages have been created for each PGS committee that include the charge and responsibilities, current members, meeting times and a place to post agendas, minutes and meeting materials.
- Plans are in process to train the appropriate staff resource or committee chair as necessary in the Contribute software used to post items on the web pages.
- Kathleen showed members the College Council web page and the online Faculty and Staff Calendar where meeting days/times are posted.
- PGS committee web pages can be found on the Participatory Governance Web Page and can be easily searched for individually by using the A-Z index located in the Search Tab on the College Homepage.

DATA NUGGET

- Chialin Hsieh distributed Data Nugget information re. Concurrent High School Students. The full report is available on the PRIE website at: [http://www.marin.edu/com/ODP/DataNuggets.htm](http://www.marin.edu/com/ODP/DataNuggets.htm)
  - Highlights include:
    - Most concurrent students are female and Caucasian
    - Most list their educational goal as “credits for HS diploma/GE”
    - Top 2 disciplines are: Psychology and American Sign Language

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 3/General Institution
  a. BP 3440 Service Animals
  b. AP 3440 Service Animals
  c. BP 3505 Emergency Operations Plan
  d. AP 3505 Emergency Operations Plan

  Chapter 5/Student Services
  e. BP 5130 Financial Aid
  f. AP 5130 Financial Aid

*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.*
MODERNIZATION PROJECT REPORT

- It was reported that Ann Daley will replace Leigh Sata as head of the Swinerton management team. She has 9 years of experience with Swinerton in San Mateo doing similar work.
- An architect has been selected for the Science Center swing space.

Board of Trustees

- Vice President Harrison distributed the Board Agenda. In addition to the regular items the agenda includes a report an Accreditation update and a report on the Organic Farm at IVC.

Constituent Reports

Academic Senate (Sara McKinnon)

- Item(s) reported:
  - Distributed D.E. survey last Friday. 66 responses as of last night
  - Enrollment Management MOU is being reviewed by UPM
  - Reviewed Student Success Task Force Recommendations and implications.
  - Reviewed Ed Planning Committee report on Educational Master Plan.
  - Haven’t received notification re. Golden Bell Award. Al said he will check with President.

Classified Senate (Andrea Hunter)

- Item(s) reported:
  - Classified Senate will be distributing next CS Newsletter
  - Senate has developed a Classified Handbook that will be posted on the College of Marin website
  - Sending out nomination forms for Classified Awards
  - Hosting Chialin and Becky Reetz at next meeting to discuss Student Services SLO project

Emeritus Students COM (ESCOM) Marian Mermel

- Item(s) Reported:
  - Next Emeritus Council meeting is next week.
  - Elections will be coming up.
  - Also looking at the organization in terms of what’s working and what’s not.
  - Emeritus will be receiving a very generous trust and will be determining how best to utilize the money.

ASCOM (Scott Blood)

- Item(s) Reported:
  - Not Addressed

Meeting Wrap-up

- BP/APs on agenda will move on to Board of Trustees next month.
- College Council will meet at 3:00 pm March 15 to discuss Strategic Plan with Ed Buckley.
• Al Harrison to follow up with President on permanent office for Ali Klinger and Golden Bell Nominations.

Next Meeting and Adjournment:

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

Agenda items identified for the future meetings:
• Strategic Plan Process (March 15)
• Identify College Council meeting days/times to meet student needs and Strategic Plan process (March 15)
• Update on EMP Recommendations (April 5)

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