College Council Meeting  
April 5, 2012  
3:00-4:30 p.m.  AC 108  
Meeting Summary

Present:  
Yolanda Bellisimo, Raemond Bergstrom-Wood, Scott Blood, Becky Brown, David Wain Coon (Chair),  
Alice Dieli, Al Harrison, Andrea Hunter, Kathleen Kirkpatrick (Staff Resource), Marian Mermel and Sara  
McKinnon.

Absent:  Nicole Cruz and Chialin Hsieh (Staff Resource)

Agenda:

1) AGENDA  
2) MINUTES  
3) PRESIDENT'S REPORT  
4) ACCREDITATION  
5) GRC RECOMMENDATION: SAS COMMITTEE  
6) FACULTY & STAFF RECOGNITION LUNCHEON  
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/Approval  
Agenda approved by consensus.

Approve Minutes  
Minutes of the March 15, 2012 Special College Council meeting were approved by consensus.

President’s Report  
- The President reported that he had spent time with Department Chairs and Student Services  
  leaders to talk about the organizational structure in the Office of Student Learning.  
- Comments indicated a general desire to break the Office of Student Learning into two areas:  
  Student Services and Instruction.  
- He will work on a reorganization plan for people to take a look at and solicit feedback.
Accreditation

- The President reported that the Accreditation Response Team (ART) did not meet yesterday, but they submitted progress reports.
- Last week they submitted a list of resource needs.
- He is pleased with progress and will go over it with Board at BOT Retreat tomorrow.
- Next ART meeting will be the week after spring break.
- Sara reported that the Senate reviewed recommendations re. Distance Education and made some revisions that will be on the agenda the week after spring break.
- She also reported that PRAC approved the Student Learning Outcomes Assessment Plan. Yolanda requested that we put the plan on the next CC Agenda.

GRC Recommendation: SAS Committee

- KK presented the recommendation from Governance Review Council to revise the Student Access/Success Committee description. The original recommendation came from PRAC. GRC and PRAC worked together on finalizing the description.
- The revised description will be a change to the Participatory Governance System (PGS) Plan.
- She pointed out that the committee had not met in a year and a half.
- The revised description clarifies the advisory role in plans related to Student Services and the committee’s role in Program Review. It will also provide a governance path for the work being done by Angelina Duarte with the Student Success Initiative.

Agreement by consensus to approve the revised Student Access/Success Committee revision and change to the PGS Plan to reflect the new committee charge and responsibilities.

Faculty and Staff Recognition Luncheon

- Kathleen reported that the annual Faculty and Staff Appreciation Luncheon is usually held the Thursday of finals week and includes presentation of various awards. It is traditionally sponsored by College Council and the Academic and Classified Senates.
- This year that Thursday falls on May 24. Kathleen has reserved PE and coordinated chair rental with graduation. If weather permits, there may be an area near the PE building where we can set up outside.

Confirmed May 24 for this year’s Annual Faculty and Staff Appreciation Luncheon

BP/AP Revision Project

- Kathleen reported that we are on track to complete the initial “Gold Book” project to revise and update the College’s Board Policies and Administrative Procedures by the end of the semester as long as we continue to have timely administrative feedback and recommendations. This project includes over 400 documents.
- She also noted that twice a year CCLC issues a legal update for any new required BP/APs or those that have been revised due to changes in the law. Update 20 which the District will
receive in a few weeks contains the highest number of new or revised BP/APs since CCLC began its Policy and Procedure Service 12 years ago. Most of those will go through our system in the fall.

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

**Chapter 7/Human Resources:**
- BP 7400 Travel
- AP 7385 Salary Deductions

*BP 7400/Travel will be forwarded to the Board of Trustees for a first reading in May.*
*AP 7385 will be forwarded to the Board as an Information Item*

### Modernization Update

- The Facilities Master Plan is progressing well. The next step is to finish analysis of WISCH and Fusion data and determine how that relates to the recently completed Educational Master Plan recommendations.
- Science/Math faculty and staff were invited to take tours of the new building. The Modernization Office is currently answering follow-up questions.
- Performing Arts dance facility on track for completion in late September.

### Board of Trustees

- President Coon spoke about the Board Retreat scheduled for tomorrow. It will include a discussion of WASC Recommendation Nine that has to do with the Board.
- Angelina Duarte will give an overview of the Student Success Initiative.
- A Closed Session will cover the California Voter’s Initiative.
- The April 17 BOT meeting will include the ARC report on student outcomes which is required annually.

### Constituent Reports

**Academic Senate (Sara McKinnon)**

- Item(s) reported:
  - Reviewed DE Plan
  - Seven BP/APs on agenda for next week.
  - Visitor from State Senate attended today to answer questions about the role of the State Academic Senate.
  - Sara would like to see all the faculty honored at the Faculty and Staff Luncheon instead of singling out one or two people since all faculty are working hard on SLOs, WASC recommendations etc.
**Classified Senate (Andrea Hunter)**
- Item(s) reported:
  - Sent out nomination forms for Faculty Staff Recognition Luncheon to select an outstanding individual, department and unsung hero.
  - The Senate is considering revising the constitution to increase Senate members from 10 to 12.

**Emeritus Students COM (ESCOM) Marian Mermel**
- Item(s) Reported:
  - Meeting about how to have a council without a President.
  - Working hard on speaker series. Sept. 20 will be Wendy Johnson on the Organic Farm. Representatives from all communities are on the planning group.

**ASCOM (Scott Blood)**
- Item(s) Reported:
  - Planning a Casino Night for Students in the Student Center.
  - Interfacing with the new Marin Community College Foundation Director.
  - Elections are scheduled at the end of the month.

**VP of College Operations Al Harrison**
- VP Harrison reported we are starting a pilot program with advice from the Instructional Equipment Committee to install 100 E-Unisol computers. This is a completely new technology that should have a good impact.
- The computers will automatically shut down and are good energy savers. Technical staff should be able to trouble-shoot computers from their office.
- Looking at a plan to make sure the new faculty coming in will have computers.
- Student feedback from Technology Survey indicated many students find problems with the MyCOM portal.

**Meeting Wrap Up**
- BP/APs will move forward.
- Confirmed Faculty and Staff Luncheon May 24
- Approved GRC recommendation to approve the SAS Committee
- Identified SLO Assessment Plan for next agenda

**Next Meeting and Adjournment:**
Next meeting: **Thursday, May 10, 2012 at 3:00 PM**

Agenda items identified for future meetings:
SLO Assessment Plan

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