College Council Meeting
September 15, 2011
3:00-4:30 p.m.
Meeting Summary

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

Absent: Michael Dougan

Agenda:

1) AGENDA
2) MINUTES
3) PRESIDENT’S REPORT
4) WASC FOLLOW-UP REPORT
5) DATA REPORT
6) MISSION STATEMENT REVIEW UPDATE
7) BP/AP REVISION PROJECT
8) MODERNIZATION PROJECT REPORT
9) COMMITTEE REPORTS
10) BOARD OF TRUSTEES
11) CONSTITUENT REPORTS
12) MEETING WRAP UP
13) NEXT MEETING

AGENDA REVIEW
Agenda approved by consensus.

APPROVE MINUTES
Kathleen Kirkpatrick reported that the 5/12/11 College Council Minutes were approved online in May.

PRESIDENT’S REPORT

- President Coon added a standing agenda item this year to allow him to bring items to CC that were not ready at the time the agenda was set. Highlights of this month’s report included:
  - President Coon commented on the recent article in the Marin IJ regarding the drop in enrollment this fall.
    - He pointed out that although there are 5% (400) fewer students fall 2010 to fall 2011, they are taking more classes. Although we are down in headcount, we are up in enrollment in credits.
The number of high school, continuing students and brand new students is down which may point to the fee increase. This is partially validated by increased numbers of students applying for financial aid.

- We are offering 56 fewer units this semester than last fall. This is about 20 fewer classes. If you put 20-25 students per class, you see where the numbers start to line up.
- A question was raised as to why there are fewer HS students going to college overall. It was reported that there are fewer HS students in the general population than there were several years ago. The only increasing populations in the county are Latino and the aging.
- Sara McKinnon commented that there was a lot of growth in last few years as students from UC & CSU came here, but our classes were not full. Now they are.
  - President Coon reminded CC members that there are 4 seats up for election on the Board of Trustees. 3 incumbents are running for re-election. Carol Hayashino is not. There are also 4 challengers.
  - The Board is having holding a retreat on 10/7.

**WASC FOLLOW-UP REPORT**

- Chialin Hsieh presented the recommendation to accept the WASC Follow-Up Report. All constituencies have reviewed and approved it.

- The team visit is scheduled for Monday, October 31. A 3-member team led by Dr. Ortiz who was our team chair during the self-study visit last October will be on campus on the 31st.

*College Council agreed by consensus to recommend that the WASC Follow-Up Report be presented to the Board of Trustees.*

**DATA NUGGET**

- Chialin Hsieh presented a data report on enrollment.
- WASC had asked if we desegregated our data by campus. We do now.
- Although the overall headcount is lower than fall 2010, full-time students are increasing in number and percentage.
- The Data Nugget is posted on the college website on the Institutional Planning web page.

**MISSION STATEMENT**

- President Coon updated CC regarding discussions from last year to revise the Mission Statement. He reported that he may discuss proposed revisions at October Board of Trustees Retreat. He will keep CC posted about discussions/changes regarding the Mission Statement.

**BP/AP Revision Project**

- Kathleen Kirkpatrick provided an update on the status of the BP/AP Revision Project. As of August 2011:
164 Board Policies (85%) have been reviewed, revised and adopted by the Board.

165 (79%) Administrative Procedures have been reviewed, revised and approved.

All BPs & APs that have been completed are posted on the College website. The link is on the Board of Trustees Web Page.

- Kathleen also referenced the following BP on the agenda that was posted on the web for CC members to review before the meeting

**Chapter 4/Academic Affairs**

Information Items from the Academic Senate:

BP 4220 Standards of Scholarship

**BP 4220 will be forwarded to the Board of Trustees for a first reading in October.**

**MODERNIZATION PROJECT REPORT**

- Director of Modernization Laura McCarty provided a progress report on the modernization projects.
  - IVC – repaving bus zone, small follow-up projects at Trans Tech and the Main Building including working on temperature control.
  - KTD: Demolition of Fine Arts still under way. There were a lot of asbestos abatement issues. It was difficult to bring down the building. They are doing their best to relocate those who are most affected. Demolition is scheduled for completion by October 7.
  - PA is undergoing remodel. A temporary tent has been set up for fall performances. Large choral works will be held in the gym.
  - Science/Math building is coming along well.
  - Two projects are in the “design” phase. NAC & Childcare. The NAC design will be presented at Tuesday’s Board meeting.
  - Child Study Center planned for Larkspur Annex site is in the design phase. They need to work around the Clapper Rail, an endangered bird. They cannot work during their mating season.

**PGS Committee Reports**

**PRAC (Sara McKinnon)**

- Looking at revising the Educational Planning Committee (EPC) charge so they will have a role in the strategic planning process.
- President Coon commented he would like CC to be more involved in the development of the strategic plan. We may want to review the CC charge and responsibilities to reflect this.
- Facilities Master Plan & Tech Master Plan in the works for hiring a consultant

**PDC**

- The Professional Development Committee reviewed feedback from the fall Flex workshops which was very positive.
**Curriculum Committee**
- Ken Meier reported that there is a strong push around the state on SB4040 that has to do with transfer degrees. There is a need to identify courses and make transfer much more seamless for our students.
- He also reported that he has been discussing the creation of a General Education Task Force at COM. We have not reviewed GE courses in several years. The TF would provide an opportunity for collegial dialogue on GE to make it more relevant and to include skills and competencies students will need for lifelong learning. Initial responses to this concept have been very positive.

**Board of Trustees**
- Doctor Coon distributed the Board Agenda. Highlights include:
  - Pres. Report will include a status report on the BP/AP Revision Project presented by our CCLC policy consultant, Dr. Jane Wright along with Kathleen Kirkpatrick and Melinda Molloy.
  - There will be a Board Study session on the design of the NAC.
  - Approval of Accreditation Follow-Up Report.

**Constituent Reports**

**Academic Senate (Sara McKinnon)**
- Items reported:
  - The Senate talked about the Prerequisite AP which has been revised due to changes in Title 5. Sara will discuss Senate changes with Jane Wright when she is on campus next week.
  - The Senate discussed BP 4040 titled Honorary Degrees and decided not to approve it.
  - The committee on GE that Ken mentioned will be a subcommittee of Senate

**Classified Senate (Andrea Hunter)**
- Items reported:
  - Kathleen Kirkpatrick and Andrea Hunter attended the 4CS Leadership Conference in June. It was a very valuable experience to network with other Senators from around the state and find out what other Senates are doing.
  - The Senate will be working on fundraising this year so they can send more Senators to the conference next June. There are plans being made to hold a Halloween costume contest and fundraiser on 10/31.
  - The Senate published its second newsletter.

**Emeritus Students COM (ESCOM) Marian Mermel**
- Items Reported:
  - Emeritus is working on a survey to mail to all members and students taking Emeritus classes to find out what classes they’d like to take and what they want from the Emeritus organization.
  - Looking into sponsoring free lectures perhaps given by professors from COM. Emeritus might provide a stipend.
Next Emeritus Art Exhibit is called “Adventures of the Heart” by Christine Cohen. The exhibit starts October 3 with a reception scheduled 4:30-6:30 p.m. October 24 at the Emeritus Center.

- Emeritus has given out 39 grants this fall.
- ESCOM is looking into a possible partnership with AAUW.
- Student Trustee Raemon Bergstrom-Wood is attending Emeritus Council meetings which is much appreciated.

**ASCOM (Scott Blood)**

- Items Reported:
  - ASCOM leaders are working on getting people into positions on various committees.
  - Provided funding for the Student Ambassador Program
  - Provided $5,000 to purchase text books
  - Remodeled their office
  - Open to ideas to provide services to students.
  - Providing fun activities – took 50 students to Giants Game to build community.

**CSEA (Steve Dodson)**

- Items Reported:
  - No report

**Meeting Wrap-up**

- Approved Accreditation Follow-up report
- BP 4220 will proceed to Board of Trustees next month
- President Coon will keep College Council posted on progress of Mission Statement.

**Next Meeting and Adjournment:**

Next meeting: **Thursday, October 13 at 3:00 PM**

Agenda items identified for the next meeting:
- None identified

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