Commitments Cited by Responsible Parties:

Recommendation #1 (Planning – per S. McKinnon)
- Staffing Plan: After recent discussion in the president’s Cabinet, L. Beam and C. Hsieh will be performing related research.
- Enrollment Management Plan: One sentence will be added to complete it (per S. McKinnon).
  (Suggestion was made to get information out about it soon.)
- Facilities Plan: L. McCarty to send another plan version to S. McKinnon in about one week.

Recommendation #2 (SLOs – per Y. Bellissimo, S. McKinnon)
- Y. Bellisimo indicated she will fill in the three blanks left to complete the report as the information becomes available.
  - The information for two of the blanks will become available in June as the SLO work gets done (personnel totals and projects funded by PRAC).
  - Y. Bellisimo will rewrite the section of the Assessment Plan to indicate the first SLO cycle will be three semesters (spring 2012, fall 2012, spring 2013) and after that, cycles will be every three years to coincide with the program review cycle. She will then take the plan to SLOAC and then PRAC for approval.
  - S. Chung (of C. Summa Wolfe’s staff) will add links to:
    - the student web page - for accessing abbreviated course outlines, SLOs, etc.; and
    - the faculty web page - for accessing matrices, assessment and rubric information (to eliminate navigation to the PRIE web page).

Recommendation #3 (Distance Education – per Matt Markovich, Ali Klinger)
- In response to the expressed concern that staffing issues need to get resolved for progress to continue, President Coon indicated he would invite individuals working on this recommendation to discuss the staffing issues in the near future.
  - It was suggested to include L. Beam in the discussion.
- (President Coon indicated he requested C. Hsieh to produce data relating to distance education.)

Recommendation #5 (Student Support Services – per Nanda Schorske)
- The Student Services’ survey will be rolled out next Monday (over a two week period) for IVC and in the second week of the two-week period for Kentfield.
- The text regarding student services is being changed in the fall schedule (and every year the deans need to check it and revise if necessary).
• A campaign with posters will be instituted to inform students about the expanded hours (since the new hours could not be included in the catalog due to the deadline). Further discussion indicated that some of the revised service hours would be submitted in time for that afternoon’s deadline; and a reference would be inserted into the catalog advising students to “see the online schedule for the updated hours” for the others.
• It was indicated that integration with online services and distance education would be figured out.
• Per request of John Erdmann, President Coon indicated he would participate in a presentation on May 17th with the executives of MARINET regarding the possibility of their providing services to College of Marin. In response to John’s suggestion for the Library director and the Library facilitator to also participate, Susan Andrien indicated she would follow up with Kathy McCarthy of Innovative Interfaces with whom the College will have to negotiate migration responsibilities and maintenance fees] to discuss the details to prepare everyone. Susan Andrien will provide a draft timeline for the work at the next ART meeting.

**Recommendation 7 (Facilities Plan – per L. McCarty)**
- To send another plan version to S. McKinnon in about one week;
- To confirm the square footage;
- To tie to the Educational Master Plan (citing as a big priority);
- To strengthen the story; to explain the trajectory and reconcile space and state standards.
- (Indicated 65% complete.)

**Recommendation 8 (Technology Plan – per Al Harrison)**
- To “tweak” report;
- To get cost information;
- To incorporate information from Bob Balestreri;
- To review for connectivity to other plans;
- To be ready to present the plan to PRAC on time.

**Recommendation 9 (Board – per President Coon)**
- Board to complete self-evaluation;
- K. Kirkpatrick, M. Molloy and consultant to finish rewriting Board policies (and secure Board approval).

**Other – per President Coon**
- President Coon to:
  o determine order of presentation to the Board of all the various new plans;
  o review options included in some of the Requests for Resources in order to get issues resolved.

**REMINDERS:**
- **Writer/Each Group:** To read “Task” listed for April 25th meeting in handout and produce a “proto-draft”.