December 5, 2013  
3:00 – 4:30 p.m.  
Austin Center, Room 177, KTD

Present:  David Wain Coon, Chair; Sara McKinnon; Patricia Seery; Alice Dieli; Nicole Cruz; Rhonda Jones; Eric Sitzenstatter; Laura McCarty; Becky Brown; Steve Petker; Greg Nelson

Guest: Marian Mermel (ESCOM)

Absent: Kristina Combs, Steve Dodson, Jonathan Eldridge, Lance Reyes, Cari Torres

Meeting called to order at 3:06 p.m.

1. Agenda  
   Not approved due to lack of quorum.

2. Minutes  
   Not approved due to lack of quorum.

3. President’s Report  
   • Dr. Coon reported that Nelson Mandela died today.
   • Dr. Coon asked about constituent feedback to a proposed all-inclusive year-end event. Classified think it is a great idea requesting that it be held during the day either during lunch or regular work hours. Faculty would like to have it around 2:00. An option was proposed for the Thursday before commencement. It was also noted that we make sure retirees are honored.

4. BP/AP Revision Project  
   AP 5075 Credit Course Adds & Drops. No action due to lack of quorum.

5. Modernization Report  
   Laura McCarty reported continued progress on the Academic Center given the dry weather. There will be a Board retreat tomorrow to review options for the Austin Center based on data driven information, including financial information, long-term options and fit with our facilities planning. They are also working on come-back projects for Science, Math & Nursing, Performing Arts and the Child Study Center. The ADA ramp near Learning Resources has been completed and benches will be installed soon. Landscaping in that area will occur in the spring.

6. Board of Trustees  
   Dr. Coon noted that the Board Retreat on Friday, December 6 will be held in Austin Center, Room 101 at 1:00 p.m. Agenda items include an update on the College of Marin Foundation Status, and update on the Advancement Office, which has raised over $525,000, and the report on Austin Center and the ADA assessments. We are nearing the end of the bond program and have limited
resources remaining. Decisions will need to be made about un-met needs and ADA needs. Structural repair to Austin alone is $6 million, which does not address any of the other issues with the building. The COM Foundation earned about $300,000 in gains last year. Approximately $50,000 in scholarships will be awarded next year, as has been past practice.

At the regular meeting on December 10, an item will be presented to the Board authorizing Dr. Coon, Dr. Lau and Dean Schorske to travel to the Fengtai Vocational and Technical School in Beijing, China to explore international exchange and partnership opportunities. This relates directly to item 11.3 of our Strategic Plan to explore possible expansion of our international student programs. This meeting is also the organizational meeting and swearing in of new trustee Brady Bevis and returning Trustees Conti and Treanor. There will be a reception at 5:30 for out-going Trustee Barbara Dolan who has served for 28 years. There will presentations on the Financial Audit and on options for incorporating historical college artifacts into our campus design.

7. Constituent Reports
   Classified Senate – Alice Dieli
   • Will say goodbye to Trustee Dolan and welcome Trustee Bevis and returning trustees Conti and Treanor on behalf of the Classified Senate at the Board meeting next Tuesday.

   ASCOM – Steve Petker
   • Co-hosted a fund raising activity for victims of the hurricane with the Music Club raised $515.
   • An aggressive calendar is planned for next year.
   • Taking 10 delegates to the Legislative Summit.

   ESCOM – Eric Sitzenstatter
   • Humiston Reading Room plans are progressing. Room will be painted and carpet cleaned with new furniture arriving in January. ESCOM will be closed until January and arrangements have been made for clubs to meet in other areas during this time.
   • Holiday Party is this Saturday from 3:00 – 5:00 at Saint Johns in Ross.
   • Scholarships – ESCOM has approved 7 scholarships for Arnie’s students, including credits at the bookstore.

   Academic Senate – Sara McKinnon
   • Working on AP 4225 Course Repetition Non-Repeatable Courses, AP 4227 Repeatable Courses and AP 4228 Course Repetition Significant Lapse of Time. Enrollment Priorities has been approved, but further tweaking is required to include excluded groups.

8. Meeting Wrap Up
   Eric requested that the 40th Anniversary be included in the Master calendar. Dr. Coon reminded everyone about the Holiday Party on December 18.

9. Next Meeting, February 13, 2014, 3:00 p.m., Austin Center 177

10. Adjournment – Meeting adjourned