A. Child Study Center Tour, 5:30 p.m. 1144 Magnolia Avenue, Larkspur 94939
   Trustees met at the new Child Study Center for a tour of the facility.

B. Closed Session – There was no closed session.

C. Open Session
   1. Call to Order, Roll Call and Adoption of Agenda
      The Board of Trustees of the Marin Community College District met for a regularly scheduled Board meeting in the Staff Lounge of the Student Services building on the Kentfield Campus, all members having received notice as required by law. Board President Namnath called the meeting to order at 6:30 p.m. Trustees Namnath, Long, Treanor, Dolan, O’Brien, and Kranenburg were present. Trustee Conti participated by telephone. Student Trustee Reyes, Superintendent/President Coon, and Vice Presidents Eldridge, Nelson and Torres were also present. M/s (Namnath/O’Brien) to adopt the agenda. Trustee Dolan noted that there was an error on the agenda and that item numbers did not match items in the Board packet. The recording secretary confirmed that item C.11.D. was listed twice on the agenda as item C.11.C.2 and C.11.D and that the corrections to the agenda will be noted in the meeting minutes. Motion to adopt agenda carried by a vote of 7-0, plus an advisory aye vote by Student Trustee Reyes. Agenda Corrections: Item C.11.D. is struck from the agenda as it is addressed as item C.11.C.2. Items C.11.E. Out Of Country Travel is re-numbered on the agenda to C.11.D. and Items C.11.F.1. through 4. Modernization (Measure C) are re-numbered on the agenda to Items C.11.E.1. through 4. These changes match the items in the Board packet.

   2. Report from Closed Session
      Board President Namnath reported on action taken during Closed Session on July 16, 2013. A copy of the statement is attached to these minutes.
3. Public Comment
   A. Comments regarding items not on the Agenda (3 minutes per speaker)
      Laurie Ordin thanked President Coon and the Board for setting a positive tone for
      negotiations. She also commented on the inspiring Convocation presentation and
      thanked President Coon, Vice President Eldridge and support staff for their efforts in
      making it so successful, noting that is was a great way to start the year and a reminder to
      keep our focus on supporting and valuing our students. She continued, noting that all
      want to feel valued and supported bringing to mind a topic that is important to all of us,
      health care. Ms. Ordin stated that she respects the arguments, comments and positions
      that have been taken by the Board on this subject, and noted that it will be a negotiation
      topic as well. She stated that all of us teach here because we love it, love our students
      want to support and care for them, but there are not too many among us who have not
      been in a position where our partner or child, have been ill and we could barely think
      about our work because we are so worried about them. Having to worry about how that
      is paid for is more than we can bear. She requested that the Board please take that
      under consideration as we move forward in this process.
   B. Comments regarding items on the Agenda - to be heard immediately before the Board
      of Trustees’ consideration of the item

4. Chief Executive Officer’s Report
   Superintendent/President Coon introduced Greg Nelson the Interim Vice President for
   Finance and College Operations and reported that Interim Dean of Instruction, Cari Torres,
   has assumed the position of Interim Vice President for Student Learning. He also introduced
   new Student Trustee Lance Reyes who is replacing Scott Blood. With regret, he reported
   that Dr. Chialin Hsieh, Director of Planning, Research and Institutional Effectiveness, has
   taken a position at Cañada College which is close to her home. He noted that he could not
   say enough about Dr. Hsieh’s many contributions to the College over nearly four years,
   especially on accreditation, and that her knowledge, expertise and work ethic will be missed.
   He thanked Vice President Eldridge for coordinating the Convocation presentation with
   Dr. Darla Cooper, Director of Research and Evaluation with the Research and Planning
   Group. The presentation focused on student success and included the voices of our own
   students via video interviews. The presentation is available via UTube on the College’s
   Website. He reported that Convocation was very successful with record a record turnout of
   employees at Convocation as well as the optional breakout sessions. He gave special thanks
   to Trustees Dolan, Long, O’Brien and Treanor for attending.
   He further reported that enrollment is down, but is where expected based on the budget
   plan to reduce course offerings this fiscal year by $250,000. Due to the upswing in the
   budget, $150,000 has been added back and should impact enrollment in Spring and Summer.
   A more detailed account on enrollment will be provided in September.
A. Administration of Oath of Office to Student Trustee Lance Reyes
President Coon administered the Oath of Office to Student Trustee Lance Reyes.

B. Accreditation – WASC Mid-Term Report
President Coon thanked Sara McKinnon for agreeing to serve as Interim Accreditation Liaison Officer until a replacement is found for Dr. Hsieh. The mid-term progress report is approximately 99 percent complete and will be 100 percent on October 17. Dr. Coon requested that the report be reviewed prior to the September Board Meeting, so that any questions could be answered at that time. The Board will be asked to approve the report so that it can be submitted to AAJC prior to October. Dr. Coon expressed thanks to the staff who have been involved.

C. 2013/14 Adoption Budget
Dr. Coon introduced Director of Fiscal Services, Peggy Isozaki, who gave a presentation about the changes to the budget since the July retreat. A copy of the presentation is available on the College Website, Board of Trustees page for this meeting. The year has ended with a deficit of less than $1.2 million, which is less than the $1.3 million reported at the study session. This has resulted in an increased reserve of 8.5%, up from the 8.2% anticipated in July. Most of this increase is due to unanticipated property taxes. Revenues were $149,000 more than anticipated, primarily from the property taxes, and expenditures were down minimally by $22,510. The ending fund balance is almost $4 million. The presentation also detailed changes in the projected and estimated actuals for 2012/13 since July and where those changes occurred. For 2013/14 there is additional good news. The ending fund balance from July to the Adoption Budget increased from almost $3 million, with a 6.3 percent reserve, to $3.1 million with a 6.5 percent reserve. The increase in the reserve is driven by the higher beginning fund balance from 2012/13. Revenues improved $122,000 and expenditures were less favorable by $126,000 resulting in the net $4,000. President Coon emphasized that this didn’t happen by accident, we worked very hard and essentially closed the deficit by over $2 million in just over a year. There were a number of thoughtful and deliberate actions we took to get it there and a good part of that was the Retirement Incentive which netted approximately $885,000 in annual savings.

5. Public Hearing on 2013/14 Adoption Budget
A. Approve 2013/14 Adoption Budget
M/s (Treasurer/Long) to approve the 2013/14 Adoption Budget. President Namnath called the Public Hearing to order at 6:55 p.m. and asked for questions. Trustees thanked staff for the presentation and work on the budget, noting that the process was inclusive and clear and that the four-year budget helps keep things on track. A number of Trustees commented on the importance of building up the reserve, and keeping that a priority. The high reserve was critical during financial crisis and helped save jobs. They also agreed that we are going in the right direction, using integrated planning and budgeting to plan for our long and short-term needs as well as planning to eliminate the
structural deficit. One Trustee requested more information in the future about the pension fund, what is being done to close the revenue/expenditure gap in Community Education and in the Children’s Center, and a detailed report of available funds and expenditures from the DeBorba fund. A question about increased utilities costs and utility savings rebates was answered by President Coon and Ms. Isozaki, clarifying that we have received rebate checks, and that we have saved a lot in utilities. Utility costs are budgeted based on expense from the prior year across the board for gas, electricity, sewer, water and telephone. Ms. Isozaki clarified that since the electricity and gas budget has remained flat; funds have been transferred every year into the maintenance management fund from those categories. Not all utility budgets remain flat and are increasing. Thanks were given to Dr. Coon for the creativity encouraging retirements that helped put us in this position. Board President Namnath closed the public hearing and called the question to approve the Adoption Budget 2013-14. **Trustees approved the 2013/14 Adoption Budget by a vote of 7-0, plus an advisory aye vote by Student Trustee Reyes.**

6. **Study Session**
   A. **Modernization and ADA Assessment Update**
   Laura McCarty introduced Ken Brazzell, from Jacobs and Sara Schoening, of the Schoening Group to assist in presenting the Modernization and ADA Assessment Update. A copy of the presentation is available on the College of Marin Board of Trustees web page for this meeting. Ms. McCarty acknowledged the work of all who participated in the successes we are sharing today and noted that the presentation would provide new information since the last retreat in March. She also noted that this was a good time to think about decisions on remaining projects. Sara Schoening updated the Board on what has been occurring over the past year, noting there were difficult challenges, but that much progress has been made. There have been many engagement sessions, a general commitment to the projects and increased communication internally and with neighbors. Contract documents are tighter, more clear and coordinated and attract the right bidders. The transition was focused, planned, tracked and successful. Budgets were analyzed and modified working closely with Fiscal Services. Ken Brazzell commented on the success of the demolition project, noting it is on time, on budget and safe with no recordable incidents. The College and community were well prepared and the job went extremely well. As a result of the rigorous prequalification for this job, Wright Construction, a local contractor has been hired for the Academic Center construction, they are already mobilizing and work is expected to commence soon. Mr. Brazzel reported that the top three health and safety concerns in Fine Arts were addressed prior to the start of classes and that weatherization items are bid and awarded. The presentation included additional corrections or improvements in Fine Arts that would require additional funding, subject to future bond spending plans.
Ms. Schoening reported on the progress with accessibility and safety projects, noting that this was a commitment by the Board of Trustees. A new ADA ramp is currently under construction between the LRC and the Student Center, greatly improving the path of travel at the campus center. A schematic design of the ADA transition plan barriers at Fusselman Hall, LRC and the Student Center has also been completed. It has been determined that the ADA improvements do not trigger seismic upgrades at LRC; however there is an opportunity to resolve those issues effectively along with the ADA upgrades. The scope of improvements to the three buildings includes ramps, bathroom adjustments, door hardware and signage. Estimates will vary depending on complexity and number of restroom fixtures required. The existing $1 million ADA project includes the design, LRC/Student Services ramp and the estimated costs for Fusselman Hall. Costs for the LRC and Student Center would be included in the bond spending plan for the new year. Once these projects are implemented, the Kentfield Campus will be barrier-free within the 2004 ADA assessment. There are not enough funds to complete all barrier removal at the IVC campus and those will need to be resolved as budget is available based on a timeline to complete all barrier removal. Trustees commented on the need to make sure we have the money to complete the ADA improvements at IVC, but to keep in mind that if we do not keep all buildings, those projects will drop off. Good to see that the commitment to remove the barriers has been honored and that we are focusing on the most critical areas based on available funds. There was a suggestion to consider shifting excess funds to address IVC ADA issues. A plan will be brought back in January. It was clarified that the demolition contractor recycled materials i.e. wood, metal, concrete as required by contract for LEED certification and that some historical items such as the columns, some windows, some ornamental rails and a medallion were kept for a future use. Trustees thanked the team for their efforts and informative presentation.

7. **Academic Senate Report (5 minutes)**
   Sara McKinnon provided the attached copy of the [Academic Senate News](#) for her report.

8. **Classified Senate Report (No Report)**
   There was no report.

9. **Student Association Report (5 minutes)**
   Student Trustee Reyes reported that the students have pledged support to various student programs, services and groups that support computer labs, DSPS, Child Care Center, student advancement, Puente Program as well as the Library and book reserve program. In total there was $26,000 pledged in support by the Associated Students.

10. **Consent Calendar Items (ROLL CALL VOTE)**
    Board President Namnath asked if there were any Trustees who wished to pull individual items out of the Consent Calendar for separate discussion. Trustee Dolan requested that items C.10.B.2. Appointment of Hourly Personnel, C.10.E. Approve Short-Term Hourly
Minutes August 20, 2013 (Approved with revisions on September 17, 2013)

Positions, and C.10.M.1. Ratify/Approve Modernization Contracts, Changes, Amendments ($20,711,607) be removed from Consent for separate action. M/s (O’Brien/Treonor) to approve Consent Calendar items, with the exception of items C.10.B.2, C.10.E, and C.10.M.1., which will be heard separately. Motion carried by roll call vote 7-0, plus an advisory aye vote by Student Trustee Reyes.

A. Calendar of Upcoming Meetings
   - September 17, 2013, Regular Meeting, Building 5 (Pomo), Room 188, Indian Valley Campus

B. Approve Classified Personnel Recommendations
   1. Appointment of Classified Personnel
   2. Appointment of Hourly Personnel
   3. Permanent Increase in Assignment of Classified Personnel
   4. Temporary Reassignment of Classified Personnel

C. Approve Classified Position Recommendations

D. Approve Classified Supervisory Position Recommendation

E. Approve Short - Term Hourly Positions

F. Approve Academic Personnel Recommendations
   1. Appointment of Academic Personnel
   2. Resignation of Academic Personnel

G. Approve Educational Management Personnel Recommendations
   1. Appointment of Educational Management Personnel
   2. Resignation of Educational Management Personnel

H. Approve Budget Transfers – Month of July 2013

I. Approve Warrants - Month of July 2013

J. Approve Declaration of Surplus Property – Miscellaneous Equipment

K. Approve Student Record Destruction

L. Approve New Community Services Courses

M. Modernization (Measure C)
   1. Ratify/Approve Modernization Contracts, Changes, Amendments ($20,711,607)

N. Second Reading and Approval of Board Policies (None)

Consent Items acted on separately:

Item C.10.B.2. – Appointment of Hourly Personnel
Trustee Dolan asked a question about the hiring in the Superintendent/President’s Office,
which was clarified by President Coon as a hire of the Evening Supervisor position which reports to the Superintendent/President’s office.

Item C.10.E. – Approve Short Term Hourly Positions
Trustee Dolan asked about the large number of hires for two productions and noted that she did not remember this being done before. It was clarified that this was standard operating procedure and the process for hiring hourly positions for the new fiscal year.

Item C.10.M.1. Modernization (Measure C)
Trustee Dolan requested a summarization of this item as the total is approximately $20 million. Ms. McCarty responded that these are items that have come before the Board in the form of a pre-approval, such as the Academic Center project, and this item brings these items back for ratification by the Board. She clarified what some of the larger costs related to.

M/s (O’Brien/Treanor) to merge and approve items C.10.B.2., C.10.E. and C.10.M.1. Motion carried 7-0, plus an advisory aye vote by Student Trustee Reyes.

11. Other Action Items

A. Resolution – Constitution Day (ROLL CALL VOTE)

B. Resolution – Gann Appropriations (ROLL CALL VOTE)
Board President Namnath asked if members of the audience or Board wished to have either or both of the Resolutions read aloud. Seeing none, President Namnath asked for a motion to merge and approve Items C.11.A and C.11.B. M/s (Treanor/O’Brien) to merge and approve items C.11.A and C.11.B. Trustee Dolan asked if Superintendent/President Coon could provide the amount of Federal Financial Aid dollars we receive at a future meeting and asked for a report on what we are doing for Constitution Day. Information will be provided. Motion carried by roll call vote of 6-0-1, plus an advisory aye vote by Student Trustee Reyes. Trustee Dolan abstained.

C. Land Use Agreement with California Department of Water Resources and North Marin Water District

1. Consideration of Methodology Used to Establish Lease Rate and Fair Market Value – Discussion
M/s (Treanor/O’Brien) to approve. Motion carried 6-0-1, plus an advisory aye vote by Student Trustee Reyes. Trustee Dolan abstained.

2. Approve Land Use Agreement with California Department of Water Resources and North Marin Water District.
M/s (Treanor/Long) to approve. Motion carried 6-0-1, plus an advisory aye vote by Student Trustee Reyes. Trustee Dolan abstained.
D. **Approve Out of Country Travel – Walter Turner**

M/s (Treanor/O’Brien) to approve. Trustee Dolan requested that these requests come before the Board before the travel takes place. It was noted that the opportunity was presented to the instructor after the July Board meeting took place. **Motion carried 7-0, plus an advisory aye vote by Student Trustee Reyes.**

1. **Modernization (Measure C)**
2. **Approve Resolution for Change Order #19 (ROLL CALL VOTE)**
   
   Lathrop Construction Associates, Science Math Nursing Project, (305A)

   M/s (Treanor/Long) to approve. **Motion carried by roll call vote of 7-0, plus an advisory aye vote by Student Trustee Reyes.**

   M/s (O’Brien/Long) to merge items C.11.E.2 through C.11.E.4. **Motion carried 7-0, plus an advisory aye vote by Student Trustee Reyes.**

   M/s (Treanor/O’Brien) to approve items C.11.E.2 – C.11.E.4. Trustee Dolan asked why the Notice of Completion says City of Larkspur on it. Ms. McCarty noted it also says Kentfield, but will research it. Trustee Treanor commented on only 10.7 percent over on a $34 million project. **Major accomplishment. Motion carried 7-0, plus an advisory aye vote by Student Trustee Reyes.**

3. **Approve Notice of Completion, NAC Haz Mat (303B)**

   CPM Environmental

4. **Approve Notice of Completion, Science Math Nursing (305A)**

   Lathrop Construction

5. **Approve Bond Spending Plan Transfers**

12. **Board Policy Review (1st Reading) – None**

13. Future Agenda Items
   A. **WASC Mid-Term Report**
   B. **City College Impact**

14. **Board Reports and/or Requests (15 minutes)**

   There was a request that Dr. Coon write a letter to Dr. Hsieh thanking her on behalf of the Board for her service to the College.

   A. **Committee Chair Reports - None**
   B. **Legislative Report – None**
   C. **Individual Reports/or Requests**

   Trustee O’Brien requested that the presentation provided by Vice President Eldridge at Convocation be shared with the Trustees who were not able to attend, noting it was a fabulous presentation and that the handouts about student support redefined was illuminating. The information will be provided to Trustees. Trustee Long added her appreciation for a fabulous Convocation and noted that the information applies to every member of the College of Marin family, including the Board, because it speaks to staying focused and not letting obstacles get in our way. She encouraged others to read the materials and noted it would be a good retreat topic. Trustee Dolan commented that it was a nice Convocation and that the topics apply to all students regardless of
background. She noted her appreciation to Emeritus for the check for $90,000 to support the Library and asked a question about enrollment. Dr. Coon will be bringing updated enrollment information to the September Board meeting. Trustee Treanor noted this is an election year and that she, Diana Conti and Barbara Dolan have filed. She also acknowledged Brady Bevis, a former Marin County Supervisory, who is also running for a seat on the College of Marin Board. She commented that people feel positive about the College of Marin right now – that there is a real sense of revitalization at both campuses and praise for Dr. Coon and Laura McCarty. She noted that she is hearing how pleased people are relative to the modernization project, in particular the demolition project. It is not often that we get such positive feedback and it is a great feeling.

15. Approval of Meeting Minutes (2 minutes)
   A. Approve Minutes of July 16, 2013 Board Meeting
      M/s (Conti/Long) to approve. Motion carried 7-0, plus an advisory aye vote by Student Trustee Reyes.

16. Information Items (see written reports)
   A. Contracts and Agreements for Services – July 2013
   B. Fourth Quarter Financial Status Report CCSF-311 Q – 2012-13
   C. Modernization Update
      1. Director’s Report
      2. Program Schedule
      3. Milestones Report
      4. Quarterly Report Q2 2013
   D. Administrative Procedures - None
   E. Calendar of Special Events
      ▪ Labor Day Holiday, September 2, 2013
      ▪ Constitution Day, September 17, 2013

17. Correspondence

18. Board Meeting Evaluation - Very efficient

19. Adjournment
   M/s (Long/O’Brien) to adjourn the meeting. Motion carried 7-0, plus an advisory aye vote by Student Trustee Reyes.

Meeting adjourned at 8:05 p.m.
On July 16, 2013, the Board acted in closed session to authorize settlement of the case of Pamela Mize-Kurzman v. Marin Community College District, et al. The vote was 6 – 1. Trustees Conti, Kranenburg, Long, Namnath, O’Brien, and Treanor voting “aye” and Trustee Dolan voting “no”.

The settlement was subsequently approved by Mize-Kurzman and her attorneys.

The Settlement Agreement provides for a dismissal of the lawsuit and release of all present and future claims against the District, its officers, employees and agents. Mize-Kurzman and her attorneys were paid $700,000.00, two-thirds of which was paid by SWACC, the insurance joint powers authority which serves the District. The District contributed one-third of that amount equaling $233,333.33.
Well, here we are again! The start of a new academic year brings with it anticipation of classes filled with eager students and a renewed dedication to providing them with the best education we can offer. We look forward to collaboration with old colleagues and new and remember fondly those who retired last year. We would also like to take a moment to remember Marshall Northcott, our IT Director, who passed away suddenly this summer.

The College has completed a final draft of our accreditation midterm report due to ACCJC in October. You will receive a link to the report and the evidence pages to look over and provide feedback. Also check out the SLO/Program Review Website: [http://www.marin.edu/SLO](http://www.marin.edu/SLO) also accessed from a direct link under “Faculty & Staff” on the main navigation bar.

Committees, as usual, are looking for members. Please contact me if you are interested in serving on a committee or if you have any questions. There is a new direct link to the Participatory Governance web page from the main navigation bar under “About the College”. There you will find the webpages of all the committees and a new FAQ page to answer your many questions about participatory governance. [http://www.marin.edu/com/ODP/GovernanceFAQs.htm](http://www.marin.edu/com/ODP/GovernanceFAQs.htm)

Speaking of committees, the Academic Senate’s primary subcommittee is the Curriculum Committee which has a new chair this year, Dave King. He has written the article on pages 4-5 on Reintroducing the Curriculum Committee. Consider joining this hardworking but fun-loving group!

-Sara McKinnon, Academic Senate President

**Counting our Blessings**

You all have heard about City College of San Francisco’s fight for survival in the face of the devastating action by ACCJC in July. On page 2 is the Resolution put forward by the College of Marin Academic Senate and the United Professors of Marin in support of the faculty, staff and students of CCSF. It has been sent to them, and they very much appreciated our support. Remaining accredited with no sanctions or recommendations does not mean we get to sit on our laurels but requires continued efforts on all our parts to be the best college we can be.
Whereas, ACCJC has sanctioned 72 of 114 colleges at least once if not multiple times since 2009; and

Whereas, ACCJC gave all other schools a sequence of progressive sanctions thereby allowing them time to meet the recommendations; and

Whereas, ACCJC gave City College of San Francisco recommendations but no sanctions over the last accreditation cycle; and

Whereas, ACCJC gave City College of San Francisco the most severe sanction immediately after its latest self-study and has refused to recognize the efforts made by CCSF faculty and staff since Show Cause was imposed and has now given them the ultimate and unconscionable sanction of closure by July 2014; and

Whereas, ACCJC appears to be following a path of punitive actions against the majority of the California Community Colleges and particularly against City College of San Francisco; and

Whereas, ACCJC has admitted that most sanctions relate to management, planning and assessment rather than the quality of education; and

Whereas, CCSF employs 850 full time and over 1000 part time faculty, 95% of whom have Masters degrees and 250 have PhDs; and in a 2010-2011 poll, 95% of students rated the quality of instruction at CCSF as good or excellent and the completion rate at CCSF, according to the Chancellor’s Office, stands at 55.6% compared with 49.2% statewide; and

Whereas, CCSF offers over 100 occupational disciplines in 27 fields and transfer programs in over 50 academic disciplines and serves over 85,000 students in their pursuit of higher education and occupational training, thus contributing significantly to the economy of San Francisco, the Bay Area, the State of California and the nation;

Therefore, be it resolved that, the College of Marin Academic Senate and the United Professors of Marin join in expressing our support for City College of San Francisco and for the outstanding quality of its many educational programs which are crucial to the lives of its students; and

Therefore, be it further resolved that, the College of Marin Academic Senate and the United Professors of Marin request that ACCJC reconsider the punitive action taken by ACCJC against our sister college; and

Therefore, be it further resolved that, the College of Marin Academic Senate and the United Professors of Marin join in expressing our resolute support for the faculty, staff and students of City College of San Francisco.
The COM faculty has been gathering data about student performance in several assessment areas including: Critical Thinking; Written, Visual, and Oral Communication; Scientific Reasoning; and Information Literacy (library skills). We use these data to determine how our students are performing in cross-disciplinary, academic areas. Faculty members submit scores from their courses anonymously and these data are aggregated and reported on our SLO web page. If you are interested in seeing the results of these assessments, please visit the COM Student Learning Outcomes site at: http://www.marin.edu/SLO/faculty/results.html

Sara McKinnon prepared the table below to show the number of students assessed and which rubric was used in the assessment.

Critical Thinking and Problem Solving and Written Communication are the two areas most often assessed.

Sara also tracked how many GE courses were assessed. GE courses amount to about half of the courses we assess for college-wide SLOs. Our obligation to WASC is to assess all of our GE courses on a regular basis and each department has a schedule for tracking their course-level GE assessments.

If you have not submitted rubrics for our college-wide tracking of SLOs, please consider using one or more of the rubrics to assess your courses. The data are interesting to review – at a discipline and department level as well as college-wide.

### TABLE OF SLO ASSESSMENTS 2012-2013

<table>
<thead>
<tr>
<th>Common Rubrics</th>
<th>Other courses</th>
<th>Other Sections</th>
<th>Other Students</th>
<th>Spring 12 CLASSES</th>
<th>Spring 12 Students</th>
<th>FALL 12 CLASSES</th>
<th>FALL 12 Students</th>
<th>SPRING 13 CLASSES</th>
<th>SPRING 13 Students</th>
<th>TOTAL CLASSES</th>
<th>TOTAL Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Critical Thinking and Problem Solving</td>
<td>31</td>
<td>520</td>
<td>16</td>
<td>334</td>
<td>16</td>
<td>247</td>
<td>32</td>
<td>581</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scientific Reasoning—Physical Sciences</td>
<td>7</td>
<td>95</td>
<td>2</td>
<td>53</td>
<td></td>
<td></td>
<td>2</td>
<td>93</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scientific Reasoning—Life/Earth/Social Sciences</td>
<td>1</td>
<td>20</td>
<td>3</td>
<td>92</td>
<td>4</td>
<td>44</td>
<td>7</td>
<td>136</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Written Communication</td>
<td>12</td>
<td>278</td>
<td>19</td>
<td>305</td>
<td>4</td>
<td>63</td>
<td>23</td>
<td>368</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visual Communication</td>
<td>1</td>
<td>35</td>
<td>2</td>
<td>28</td>
<td>2</td>
<td>31</td>
<td>4</td>
<td>59</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Information Literacy</td>
<td>6</td>
<td>137</td>
<td>2</td>
<td>32</td>
<td>4</td>
<td>62</td>
<td>6</td>
<td>93</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Modern Language Oral Presentation</td>
<td>2</td>
<td>15</td>
<td>1</td>
<td>16</td>
<td>3</td>
<td>44</td>
<td>4</td>
<td>60</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Modern Language Written Composition</td>
<td>3</td>
<td>41</td>
<td>8</td>
<td>97</td>
<td>1</td>
<td>13</td>
<td>9</td>
<td>110</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Modern Language Critical Thinking</td>
<td>6</td>
<td>66</td>
<td>2</td>
<td>24</td>
<td>8</td>
<td>4</td>
<td>9</td>
<td>90</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Modern Languages - American Sign Language</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(a work in progress)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Longitudinal Studies</strong></td>
<td>13 unknown</td>
<td>2195</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mathematics Dept Analysis (15 courses multiple</td>
<td>15</td>
<td>1553</td>
<td>15</td>
<td>1882</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>sections over 4 semesters: S11, F11, S12, F12)</td>
<td>6</td>
<td>99</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Noncredit ESL (F11-S13 all 6 levels - 99 sections)</td>
<td>5</td>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nursing (2007-20022: 5 courses/14 sections)</td>
<td>5</td>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Puente (2008-2012: 4 cohorts - 126 students)</td>
<td>2</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>GRAND TOTAL</strong></td>
<td>28</td>
<td>121</td>
<td>4654</td>
<td>63</td>
<td>1139</td>
<td>61</td>
<td>1074</td>
<td>36</td>
<td>528</td>
<td>281</td>
<td>7395</td>
</tr>
<tr>
<td>General Education</td>
<td>12</td>
<td>3416</td>
<td>40</td>
<td>832</td>
<td>29</td>
<td>447</td>
<td>12</td>
<td>200</td>
<td>59</td>
<td>2895</td>
<td></td>
</tr>
<tr>
<td>Other Credit</td>
<td>5</td>
<td>779</td>
<td>23</td>
<td>307</td>
<td>27</td>
<td>568</td>
<td>19</td>
<td>264</td>
<td>74</td>
<td>1919</td>
<td></td>
</tr>
</tbody>
</table>

This table is a work in progress. Assessments for last fall and spring are still coming in particularly from the sciences who were a bit busy with the big move last winter. “Other” means disciplines that did not use the common rubrics. “Courses” refers to courses in the catalog as opposed to sections of a particular course. The number of students refers to the number of students who were assessed in a particular way. This is likely a duplicated headcount as classes were often assessed using more than one rubric. Assessments generally include analyses of multiple outcomes.
Although at times we may feel as if we’re disconnected from other faculty and other disciplines at College of Marin, we are in fact part of a larger community, an institution of higher education whose whole is greater than the sum of its parts. Some of the most productive and engaging conversations faculty can have are in response to the broader questions that affect us all throughout the college: What are our goals for educating a diverse student body? How do we help students develop the skills and strategies they need to succeed academically, professionally, and experientially? How do we respond to the challenges and opportunities facing our community college now and into the future? And perhaps most pragmatically, how do we develop our curriculum to achieve these goals and meet our challenges?

The Curriculum Committee’s Importance

As faculty, we control our college’s curriculum, and our college’s Curriculum Committee plays an important role in helping faculty develop and maintain it. As a subcommittee of the Academic Senate, the Curriculum Committee seeks representation from every discipline on campus in addition to non-voting staff from the Office of Instructional Management. This diverse group works together, sharing perspectives, experiences, and expertise in order to fulfill its core mission: the development and maintenance of high quality curriculum throughout all courses, certificates, and degrees at CoM. The committee works hard to help support faculty in updating course outlines to ensure currency, in addressing shifting state and federal requirements, and in developing curriculum to help students achieve their goals.

The Course Outline of Record

The committee’s work mainly focuses on the college’s course outlines of record, which are the primary vehicles for course planning and form the basis for relations among our students, our faculty, our college, and the California Community College system. Just as each faculty member develops a syllabus that describes course content, deadlines, textbooks, outcomes, and so on, faculty must also develop a course outline that describes how all sections of a given course will be taught. Just as a syllabus serves as an agreement between an instructor and a student, a Course Outline of Record serves as an agreement that guarantees quality instruction among the college and various audiences, including the Chancellor’s Office, transfer institutions like UC and CSU, certification boards, accreditation bodies, students, and the general public. And just as we instructors must update our course syllabi to reflect changes in content, dates, and so on, we must also regularly update our course outlines to maintain our curriculum’s currency and rigor. The Curriculum Committee supports and facilitates this ongoing work.

Student Success Initiative

The committee essentially takes on two tasks when it meets: we engage in thoughtful philosophical discussions of pedagogy and current issues that affect curriculum, and we perform technical review of course outlines, certificates, and degrees. For example, a meeting may start off with a broad discussion of the potential long-term effects of the Student Success on community college offerings, or how CoM determines and updates its own general education requirements, or how recently updated rules governing prerequisites allows instructors
to implement them more readily. After such discussions, we review course outlines from a range of disciplines to help ensure that their details reflect the high quality of instruction we seek to provide at CoM.

**Why We Need All Disciplines Represented**

In order for our work to be effective, however, we need a wide range of voices and perspectives. Our goal is to have representation from every discipline on campus, and unfortunately we are short of that. If you are interested in contributing your voice and representing your department, please contact your department chair or Dave King (david.king@marin.edu). It’s likely that we could use your support and expertise.

**Special Meeting September 12th**

You are also invited to a special meeting session on September 12th, from 2:15pm to 3:15pm in SMN 224. Intended for anyone revising current curriculum or creating new courses, this meeting will walk through the basics of the course outline of record and its significance to our college and the California Community College system. If you are interested in learning more about the different aspects of course outlines, like the difference between the perennially popular student learning outcome and course objective or which areas of course outlines are central for articulation to UC and CSU, we invite you to attend our meeting on September 12th.

Even if you are unable to make the meeting or join the coolest committee on campus, at some point you will likely find yourself interacting with us. A list of current committee members and contact information is available on the committee’s website, which is accessible from the “Faculty & Staff” tab on the main CoM website. These committee members are profoundly knowledgeable and extremely supportive of all curricular efforts on campus, whether you are updating your course outlines or are just curious about how the process works. On our website, you can also access our meeting minutes and agendas, course outline information, and the online template used for modifying course outlines. We look forward to working with you to help discuss, maintain, and develop effective curriculum for our faculty, our college, and most importantly our students.

-Dave King, Curriculum Committee Chair
There are currently 176 courses coming out of date this year that need to be revised. Revisions should go fairly quickly since all outlines are now in the database. Updaters primarily need to check the textbook publishing dates (at least one should be current as your outlines must last for the next 5 years). Work with your discipline colleagues to check content, SLOs, critical thinking, sample assignments, etc. If you have materials fees, make sure they cover your costs. And if you have pre-requisites, please review them to make sure they are current and relevant. Below is a list of courses to be updated this year:

<table>
<thead>
<tr>
<th>Courses</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACRT 167, 169, 176, 177, 178, 179</td>
<td>ESL 84AV, 72, 84AV, 87A, 87A,</td>
</tr>
<tr>
<td>ANTH 204, 215</td>
<td>ETST 121, 125, 242</td>
</tr>
<tr>
<td>ARCH 100, 100DE, 101, 101DE, 102, 102DE, 107, 110, 127, 130 131 140, 141</td>
<td>GEOG 102, 116,</td>
</tr>
<tr>
<td>ART 128, 138, 190, 191, 193, 290</td>
<td>GEOL 127A</td>
</tr>
<tr>
<td>CHIN 112</td>
<td>JPNS 108, 112</td>
</tr>
<tr>
<td>CIS 200</td>
<td>MATH 95G</td>
</tr>
<tr>
<td>DENT 100, 101, 101L, 172, 174, 176 176L, 180, 180L, 182, 182L, 184, 184L, 186, 186L, 187, 190, 190L, 192AL</td>
<td>NE 220A/B</td>
</tr>
<tr>
<td>DRAM 237</td>
<td>PE 70A, 71A, 72A, 74A, 75</td>
</tr>
<tr>
<td>ECE 101, 261, 281,</td>
<td>POLS 101, 101DE, 102, 104, 125, 211, 215</td>
</tr>
<tr>
<td>ECON 125, 215</td>
<td>SPAN 228A 125</td>
</tr>
<tr>
<td>ELND 120A, 120B, 160, 201, 202,</td>
<td>SSC 115, 125</td>
</tr>
<tr>
<td>ENGG 220L</td>
<td>STSK 50, 53, 54, 56, 70, 76, 77, 78,</td>
</tr>
<tr>
<td>ENGL 10, 11, 12, 13, 14, 15, 16, 17, 18, 94, 98A, 98B, 98DE, 117</td>
<td>WE 299 DL, 298 DL</td>
</tr>
</tbody>
</table>
In Memoriam

A Proud Doorway to Education
Built 14 years after College opened in 1927
MJC - Marin Junior College
1941

College of Marin - 86 years old
The Arcade Building - 72 years old
COM Faculty Governance Committee Members 2013 - 2014
as of August 2013

College Council (Three Senate Officers)
• Sara McKinnon
• Becky Brown
• Patricia Seery

Planning and Resource Allocation Committee (PRAC):
Sara McKinnon/Cari Torres – Co-Chairs
• Michele Martinisi
• Yolanda Bellisimo
• Gina Cullen
• Kathleen Smyth

EDUCATION PLANNING COMMITTEE (7 Faculty)
• Peggy Dodge – Chair
• Cara Kreit
• Sara McKinnon
• Karen Robinson

INSTRUCTIONAL EQUIPMENT COMMITTEE (5)
• Rebecca Beal
• Arthur Lutz
• Paul DaSilva
• Ron Krempetz
• Vacant

STUDENT ACCESS AND SUCCESS (2)
Two faculty members sit on this committee
• Meg Pasquel
• Luz Moreno

FACILITIES PLANNING COMMITTEE (2)
• Fernando Aguadelo-Silva
• Erik Dunmire – Co-Chair

GOVERNANCE REVIEW COMMITTEE (2)
• Wendy Walsh
• Christine Li

PROFESSIONAL DEVELOPMENT COMMITTEE (2)
• Anne Gearhart
• Cheo Massion

INSTRUCTIONAL EQUIPMENT COMMITTEE
• Rebecca Beal
• Arthur Lutz
• Paul DaSilva
• Ron Krempetz
• Vacant

TECHNOLOGY COMMITTEE (7)
• John Erdmann
• Ross Goodwin
• Vacant
• Vacant

SLOAC Committee
Yolanda Bellisimo, Chair
Beth Patel, Anne Gearhart,
Fernando Aguadelo-Silva,
Trina Miller, Robert Ovetz,
Jessica Park, Cara Kreit,
John Erdmann, Steve Newton,
and Blaze Woodlief

Distance Education Committee
Kathleen Smyth - Chair
Alisa Klinger, Sandy Boyd, John Erdmann

SLO Facilitators:
Arts and Humanities/CTE:
• Yolanda Bellisimo
• Vacant

Program Review Facilitator:
• Sara McKinnon

Curriculum Committee
Dave King - Chair
Kristi Kuhn, Lisa Morse, Sara
McKinnon, Becky Brown, A.Joe
Ritchie, Rinetta Early, Sheila
Whitescarver, Mia Chia, Caterina
Labriola, Rebecca Beal, and Mary
Pieper-Warren

Academic Standards:
• Rinetta Early, Chair
• Toni Yoshioka
• Laurie Ordin

Equivalency Committee
• Yolanda Bellisimo
• Meg Pasquel

SLOAC Committee
Yolanda Bellisimo, Chair
Beth Patel, Anne Gearhart,
Fernando Aguadelo-Silva,
Trina Miller, Robert Ovetz,
Jessica Park, Cara Kreit,
John Erdmann, Steve Newton,
and Blaze Woodlief

Academic Senate - 2013-2014
Full time Members:
• Sara McKinnon, President
• Blaze Woodlief, Vice President
• Becky Brown, Secretary
• Rebecca Beal
• Rinetta Early
• John Erdmann
• Arthur Lutz
• Meg Pasquel
• Karen Robinson
• John Sutherland
• Vacant

Part-Time Credit
• Vacant
• Jeff Cady
• Andrea Wang

Noncredit
• Patricia Seery, Treasurer

The Academic Senate meets every Thursday from 12:45 to 2 pm in SS A&B.