President’s Weekly Briefing—March 21, 2013

Trustees Pass Women’s History Month Resolution
March is the official month to observe the countless and often unrecorded contributions American women have made to the growth and strength of the country throughout history, according to a resolution passed March 19, 2013, by the College of Marin Board of Trustees.

The first International Women’s Day was on March 9, 1911. In adopting March as Women’s History Month, the College joins an international movement. In the resolution, Trustees noted that American women have played and continue to play a critical economical, cultural, political and social role in every sphere of the life of the nation by constituting a significant portion of the labor force working inside and outside of the home. Also noted were women’s historic contributions to the nation’s volunteer labor force, to every major progressive social change movement, to the creation of early charitable, philanthropic and cultural institutions, and to serving as leaders in peace, justice and equality movements. Lastly, the resolution noted that the College continues its commitment to teaching and studying this important topic for the benefit of current students and future generations.

COM Dance Department Presents Spring Concert: Moved
Choreography by College of Marin Dance Faculty
Production Design by e. “Ernie” Ernstrom

March 29 and 30 at 8 p.m.
April 5 and 6 at 8 p.m.
Kentfield Campus
James Dunn Theatre

Tickets are available for the annual Spring Concert Moved presented by the College of Marin Dance Department. This year’s show includes choreographed performances by our talented faculty and guest artists. Tickets are $15 for general admission and $10 for students and seniors. Contact the box office at (415) 485-9385 for more information.

Featuring Guest Performers:
Annalise Thompson – All four shows
Kaley Isabella Dance Company – March 29 and 30 only
Casey Lee Thorne, Inside Out Ballet – April 5 and 6 only
Electric Vehicle Club Hosts Hamburger Tuesdays
Tuesdays are burger days throughout the spring semester thanks to the Electric Vehicle Club, which is hosting a weekly fundraiser to support the restoration of one of the College’s classic electric vehicles. The club will be selling beef and vegetarian burgers with the works for $3 or a burger with soda and chips for $5. The group is also selling energy drinks, water, fruit and ice cream. Hungry burger lovers will be able to find servers outside the IVC Cafeteria, Library and Main Building 27 on Tuesdays, 10 a.m-1 p.m.

Kudos

Personnel Actions from the March 19 Board of Trustees Meeting
Appointment of Classified Personnel
- Joseph Della Santina has accepted the position of Instructional Specialist-Learning Resources/ Library position effective March 18, 2013.
- Jeffrey Fleisher has accepted the position of Instructional Technology Supervisor effective March 18, 2013.
- Adela Hasmandou has accepted the position of Instructional Specialist-Math effective March 18, 2013.

Resignation of Educational Management Personnel
- Rebecca J. Kenney, Interim Vice-President of Student Learning, has submitted her letter of resignation, effective March 31, 2013.
- Albert J. Harrison, II, Vice President of College Operations, has submitted his letter of resignation effective June 30, 2013.

Resignation/Retirement of Classified Personnel
- Paulette Foster, Admissions and Records Specialist, has submitted her letter of resignation for retirement purposes effective close of business June 7, 2013.
- Jeffrey Peck, Systems Developer, has submitted his letter of resignation for retirement purposes effective close of business May 31, 2013.
- Sharon Schillings, Admissions and Records Office Technician, has submitted her letter of resignation for retirement purposes effective close of business June 7, 2013.
Final Week of *Making Faces*, Emeritus Center Exhibit by Kathleen Lack

*Making Faces*, a collection of oil paintings by award-winning artist and teacher Kathleen Lack, will be on display at the Emeritus Center on the Kentfield Campus only through March 28. Lack works in oils and pastels, specializing in the portrait and the figure. The body language and environment in her work is informal, relaxed, and fluid. Lack is represented by and/or associated with Lyon’s Head Gallery in Carmel Valley; Portrait Society of America; Oil Painters of America; Marin Society of Artists, Ross; and Marin Museum of Contemporary Art, Novato. The gallery is located on the Kentfield Campus, Student Services Building, room 146, and is open from 9:30 a.m. to 5:30 p.m. Monday through Friday.

**Advanced Voice Class Recital**
**Vocalise—Art Songs of Sergei Rachmaninoff**
Linda Noble Brown, instructor
Wednesday, April 3, 2013, 11:10 am
Kentfield Campus
Lefort Recital Hall, PA 72

**COM Art Gallery Presents: Rubbings—Drawing on the Past**
A retrospective exhibition of Bill Abright’s drawings from 1990 and 2005
Through April 5, 2013
Fine Arts Gallery
Performing Arts Building at College Avenue and Sir Francis Drake Boulevard
Hours: 10 a.m. to 4 p.m., Monday-Friday

**Vegetable Crop Succession and Rotation Planting Workshop—This Saturday**
Rotation planting and crop succession as sustainable gardening practices will be the focus of a morning workshop this Saturday at the Indian Valley Organic Farm and Garden. Presenter Wendy Krupnick, who has more than 30 years of experience in organic gardening and farming, will discuss scenarios for both large and small gardens. The $40 workshop is March 23, 2013, from 10 a.m. to 1 p.m. Please wear walking shoes with closed toes and be prepared for rain. Weekend parking at the Indian Valley Campus is free. The Farm and Garden is run by College of Marin, along with Conservation Corps North Bay and The University of California Cooperative Extension.

Wendy is an Adjunct Faculty member at Santa Rosa Junior College Shone Farm. She managed variety trials and demonstration gardens at Shepherd’s Garden Seeds in Felton, California. Register online now as class size is limited to 35. Master Gardeners receive three continuing education hours for their attendance. The Indian Valley Organic Farm and Garden stand will be open to the public for produce, fruit tree, and plant sales from 10 a.m. to 2 p.m. For more information contact Liz Peer. Proceeds support the Indian Valley Organic Farm and Garden, pay for instructors, and public outreach by Master Gardeners.
College Measure C Bond Citizens’ Oversight Committee Seeks New Members

Anyone who is interested in serving on the College of Marin Measure C Bond Citizens’ Oversight Committee for the Measure C bond program needs to apply to one of seven available positions by **March 29**. The committee is seeking members with specific perspectives, including someone representing the community at large, a bona-fide taxpayer’s association, a student enrolled and active in a community college support group, a member of a senior citizens’ organization, a member active in a business organization representing the business community located in the district, and a member active in a college support organization. Applications are due March 29, 2013. Oversight committee members cannot be employees, officials, vendors, consultants, or contractors of the College of Marin. The College of Marin Board of Trustees will appoint new members in April. For application information contact the Modernization Department at (415) 485-9518.

The independent citizens’ oversight committee, established by a College of Marin Board of Trustees resolution in 2004, is responsible for ensuring the College’s financial accountability for projects funded by a $249.5 million bond earmarked for facilities modernization. The bond, passed by Marin County Voters in the November 2004 election, earned more than 63 percent voter approval. Measure C was a Proposition 39 bond that required the formation of a Citizen’s Oversight Committee.

Professional Development: In-Person and 24/7 Online Training

Don’t forget to peruse the new online Professional Development Calendar to find professional development opportunities and information about training webinars and in-person workshops.

The Professional Development calendar replaces the old Faculty and Staff calendar. It is accessible from the College homepage under the Calendar of Events drop down menu (lower left side of page) and there is a direct link on the Professional Development Web page.

Faculty and staff can enjoy a variety of online professional development modules now available 24/7 including: **Veterans On Campus, Driving Student Success Through a Culture of Evidence, The College Coach Approach: A Low Cost, High Impact Strategy for Student Success, and Staying Smart: Strategies for Moving Forward with Assessment**. Explore the topics available using the online professional development modules.
Upcoming Professional Development Workshops:
Check the online professional development calendar for additional information and updates. All workshops are drop-in unless otherwise indicated. Workshops are open to all faculty and staff and can be used by faculty to fulfill professional development/Flex hours.

Preparing Word Documents Using Universal Design Principles
Friday, March 29
9:30 a.m. – noon
Science • Math • Nursing, room 130
Presenter: COM Instructional Technologist Alice Dieli

Preparing Word documents using Universal Design principles provides a framework for the document creator, a structure for navigation for the traditional reader, and makes the document accessible for screen reading tools. A document prepared using built-in styles maintains accessibility features when it is converted to PDF for uploading to a web-based learning environment. Workshop participants will learn how to use the tools in Microsoft Word 2010 including built-in styles and accessibility checker, and will convert their word document to an accessible PDF. This workshop meets objectives included in the College's Distance Education and Technology Plan.

Campus Safety Workshops
Faculty and staff are strongly encouraged to attend one of the two upcoming campus safety workshops presented by COM Police Sergeant Todd Kidder and Officer Dustin Ruiz. Attendees will learn general information about emergency guidelines as well as ways to prepare and respond should there be an active shooter situation on campus. Faculty may use this workshop to fulfill Professional Development/Flex hours.

Wednesday, April 24
11 a.m. – noon
Kentfield Campus
Learning Resources Center, room 53

Thursday, April 25
1 p.m. – 2 p.m.
Kentfield Campus
Learning Resources Center, room 53

Test of English as a Foreign Language (TOEFL) Testing
Students should be advised to register early for Intensive English Program (IEP) TOEFL testing on Friday, April 5, from 9 a.m. to noon at the Indian Valley Campus, Building 3, room 255. Space is limited to 20 students. Students need to arrive by 8:45 a.m. Students must also complete a noncredit/community services application for admission. The test fee is $30 and can be paid to the Admissions and Records Office at Kentfield in the Student Services Building or at the Indian Valley Campus in Main Building 27. Identification and receipt of payment must be brought to the test. Hand-scored results will be available by email Friday, April 5. Official score sheets are available for pick up at the IEP office 4 – 6 weeks later. A free practice test is available for checkout at the IEP office. For more information contact Sara Oser at (415) 883-2211 ext. 8579.
Deadline Approaching for College of Marin Scholarship Applications
Each spring, College of Marin awards a variety of scholarships to College of Marin students for the next academic year. Awards, from $150 to $1500, are available for graduating students, students continuing their studies at College of Marin, and students transferring to 4-year schools.

Application Procedures and Eligibility
All application materials must be completed and received in the Financial Aid Office at either the Kentfield or Indian Valley Campus by 4 p.m., Friday, April 5, 2013. The Scholarship Committee reviews applications. Recipients are selected on the basis of financial need, academic performance and individual merit, in addition to the criteria that may have been specified by the scholarship donor. Criteria vary according to the wishes of the donor and may require that the recipient be enrolled in a particular major or meet other qualifications.

To be eligible for a scholarship, students must meet the following criteria at the time of application:

- Have completed at least 15 units at College of Marin in a major or in general education
- Have a College of Marin cumulative grade point average (GPA) of at least 2.75
- Be enrolled in at least 6 units at College of Marin

Students must submit all of the following to the Financial Aid Office at either the Kentfield or Indian Valley Campus by 4 p.m., Friday, April 5, 2013:

1. The completed and signed application form
2. One letter of recommendation from a College of Marin instructional faculty member who is aware of the student’s current academic work
3. A one-page statement of the student’s current educational and career goals, personal achievements, and why the student is deserving of a scholarship

Please note: It is recommended that applications be typed or printed using black ink. The quality of your application will reflect the thoughtfulness and effort you put into it.

Applicants will be notified of their status in early May. At the Awards Ceremony held on May 22, 2013, recipients will be notified which scholarship they have received, the amount, and the procedures for receiving the scholarship. If you have questions, contact the College of Marin Financial Aid Office at (415) 485-9409.

Applications may be obtained from the Financial Aid office at either campus or downloaded from the College of Marin website.
College Representatives on Campus in March
College representatives from Dominican University and The Art Institute of California will be coming to the Kentfield Campus this month. Representatives will be available to provide information about their programs and answer questions. For more information, contact Cynthia Lavi at (415) 485-9671.

Tuesday, March 26
Dominican University
9:30 a.m. to noon
Transfer and Career Center (415) 485-9671
by appointment only

Thursday, March 28
The Art Institute of California
10:30 a.m. to 1:30 p.m.
Student Services Building, Cafeteria Entrance

Outreach and School Relations
March will be filled with high school information and application sessions, testing dates at high schools, college fairs, campus tours, and community partner workshops. Working closely with school and community partners they assist prospective students in the matriculation process and help them prepare for college. Planning for College Success Saturday, to be held May 4, is underway.

Healthcare/Dental Employment Fair
Medical and dental recruiters from all over the Bay Area will be at the annual spring Healthcare/Dental Employment Fair on Monday, April 22, in the Student Services Building, main floor from 10 a.m. to 2 p.m. Students, College of Marin alumni, and members of the community are invited to learn about employment and continuing education opportunities. Healthcare agencies will be accepting resumes and applications. Anyone interested in a position in nursing or dental assisting should plan on attending. Contact the Job Placement Center at (415) 485-9410 for more information.

Free Tax Preparation Services Are Available at the Single Stop Office
COM’s Single Stop Office offers free tax preparation, financial counseling, legal advice, and benefits screenings to COM students, faculty, and staff. Free tax preparation services are available now through April at the Single Stop Office. The goal of Single Stop is to provide students with additional resources to help increase retention and graduation rates. Single Stop also offers benefit screenings and application assistance, which can give students access to food services (CalFresh), low cost or free health insurance (Medi-Cal, CMSP and Healthy Families), child care services, affordable housing, CalWORKs, and cash aid programs (general assistance). For more information about tax preparation or other services, please contact Edwin Towle, M.S., Single Stop Coordinator at the Student Services Center, Room 124, call (415) 457-8811, ext. 7761, or email Edwin Towle.
Sports
Baseball vs. Mendocino College
Thursday, March 21, 2 p.m. in Mendocino
Baseball vs. Laney College
Saturday, March 23, 1 p.m. in Kentfield
Baseball vs. Laney College
Saturday, March 26, 2 p.m. in Oakland
Baseball vs. Napa College
Thursday, March 28, 2 p.m. in Napa

Softball vs. Yuba College—doubleheader
Thursday, March 21, 2 p.m. in Kentfield
Softball vs. Mendocino College—doubleheader
Tuesday, March 26, 1 p.m. and 3 p.m. in Kentfield
Softball vs. Contra Costa College—doubleheader
Thursday, March 28, 1 p.m. and 3 p.m. in San Pablo

Track and Field—Johnny Mathis Invitational
Saturday, March 23, all day in San Francisco
Track and Field—Chabot Invitational
Saturday, March 30, all day in Hayward
Track and Field—American River College Invitational
Saturday, April 6, all day in Sacramento

Swimming and Diving—Solano Invitational
Saturday, March 30, all day in Fairfield
Swimming and Diving—Chabot Invitational
Saturday, April 6, all day in Hayward
Swimming and Diving—NorCal Diving Championships
Saturday, April 13, all day in Modesto

Submissions to the Weekly Briefing
Please submit information no later than Friday for the following week. Submissions received later than Friday will be included in the next week’s edition.

Have a great weekend,

David Wain Coon, Ed.D.
Superintendent/President