



President's Monday Briefing – Dec. 20, 2010

Happy Holidays!

College of Marin offices will be closed for the winter break from Thursday, Dec. 23, 2010 through Sunday, Jan. 2, 2011. Offices will reopen on Monday, Jan. 3, 2011.

Best wishes for a safe and happy holiday season. I look forward to working with you in the New Year!

David Wain Coon, Ed.D.
Superintendent/President

New COM Board Officers Selected

New officers were announced at the Dec. 14 monthly meeting of the College of Marin Board of Trustees. Diana Conti will serve as Board President, Dr. Eva Long will serve as Vice President, and Dr. James Namnath will serve as Clerk.

Kudos

Students in **Professor Patricia O'Keefe's** *Speech 122: Public Speaking* class adopted an acre of land in the Kunene Region Protected Area of Namibia, Africa. **Francesca Lavezzo**, a College of Marin student preparing to enter the nursing program, coordinated the effort to secure the land conservation deed through www.savenature.org. The deed, signed by students in the course, hangs in O'Keefe's office as a reminder of what a dedicated group of students can achieve when they pool their resources for the common good.

January Flex Workshop Information!

January Flex workshops were planned by the Professional Development Committee based on feedback from the May 2010 Professional Development Needs Survey, the COM *Strategic Plan* and the Accreditation Planning Agenda.

All credit faculty have an obligation to complete professional development Flex hours each semester. Wednesday, Jan. 19, and Thursday, Jan. 20, are Independent Flex Days. Friday, Jan. 21, is the Mandatory Flex day that includes the annual College Convocation and department meetings.

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Detailed information about the Flex program including Spring 2011 Flex Guidelines, workshop updates and the formula for determining faculty Flex hours of obligation are posted on the [Staff Development Web Page](#). Be sure to check the web page over the break for Flex updates, additions and cancellations.

Flex activities are open to all faculty and staff. However, some workshops have limited seats and require registration. Registration instructions are listed in the workshop descriptions for activities that have enrollment limitations.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in Flex activities, including auxiliary aids or services, please contact the Human Resources Department at (415) 485-9340. Notification at least 3 weeks prior to the activity will enable us to make reasonable arrangements to ensure accessibility to the workshop. Note: An ASL Interpreter will be provided for College Convocation.

If you have questions regarding the Flex program feel free to contact **Kathleen Kirkpatrick** by phone at (415) 485-9344 or by e-mail at kathleen.kirkpatrick@marin.edu.

COM Athletics

Men's Basketball vs. DeAnza College

Thursday, Dec. 30, 5 p.m. in Kentfield

Women's Basketball vs. Monterey

Thursday, Dec. 30, 5 p.m. in Monterey

Personnel Actions

Retirement of Classified Personnel

- English Department Instructional Specialist **Francine Allen** has submitted her letter of resignation for retirement purposes effective close of business Dec. 30, 2010.

Appointment of Educational Management Personnel

- Ms. **Angelina Duarte** has been appointed Interim Vice President of Student Learning effective Jan. 3, 2011 through June 30, 2011 or until the position is filled permanently.

Board Policies Approved

The following Board Policies were approved at the Dec. 14, 2010 meeting:

BP 3300 Public Records

BP 3550 Drug Free Environment and Drug Prevention Program

More information on these policies can be found on the Board Policies and Administrative Procedures web page <http://www.marin.edu/com/ODP/BoardPolicies.htm>.



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