

Administrative Services

COMMUNITY PROGRAMS

For the new year, we will have 10+ new instructors joining Community Education.

Check out our new class offerings:

Money Smart for Older Adults

Happier Hour: Life Hacks for Well-being

Introduction to Jungian Dream Analysis: A Journey Into the Unconscious

Raga and Rock 'n Roll- the History of Indian Music in 60's rock

Pharmacology (Study of Drugs) for Everyone

Democracy and Republic: Greece and Rome in the Classical Age

Prose Writer's Workshop: Empower your story with a more effective application of Narrative, Summary and Scene

Interfaith 101: Cultivating Interfaith Literacy and Engaging in Religious Diversity

Let's Talk About Talk – Linguistic Principles of Conversations

Introduction to DJ'ing



Flags Honoring Veterans – Veteran's Day

Measure B Projects

Learning Resources Center

The construction permits for the LRC will be released in two parts by the Division of the State Architect. Increment 1 is expected to be approved by January 2023. In anticipation of this, the team has been planning for startup of construction activities for this phase. This portion of the project primarily involves site work which includes: grading, shoring, soil mixing, and ground improvements. Although visibility from the street will be limited, it is a critical initial step in the construction process. Increment 1 is expected to start in March 2023 and completed by July 2023. We understand there will be impacts to our college community and our neighbors and we will be doing our best to strategically mitigate the impacts. On November 29, the team held a town hall meeting where we presented an update to the design and schedule and also discussed site logistics along with potential impacts and mitigation measures the District will be implementing. For more information use the [link](#) to find a recording of the latest Town Hall presentation and related documents.

Feel free to contact Isidro Farias, Director of Capital Projects, at ifarias@marin.edu should you have any questions or need more information about Measure B projects.

REQUIRED CYBERSECURITY TRAINING

College of Marin's cybersecurity insurance policy requires all employees to receive training yearly. Please login into your ProLearning site through the MyCOM [portal](#). Search for the following courses.

- Browser Security Basics
- Copyright Infringement
- Cybersecurity Overview
- Email and Messaging Safety
- Password Security Basics
- Protection Against Malware

Training must be completed by **December 31, 2022**.

DATA SECURITY

Please remember to update passwords when required and do not write them down or list them in a Word document as this is not secure.



College Police BBQ for Students, Kentfield Campus

Maintenance & Operations



Monarch Butterfly Garden, Kentfield Campus

College of Marin Gardening staff have been working with Instructor Fernando Agudelo-Silva and his students by preparing a portion of a planting bed north of the Student Services building that needed revitalization. The garden's primary purpose is to provide plants used by Monarch Butterflies for food and habitat. About 20 feet in diameter, the garden was planted with 80 dormant narrow Milkweed Plugs, 45 perennials and 16 red fescue plants.

Milkweed is the sole host plant of the monarch butterfly. Monarchs lay eggs specifically on milkweed, the eggs hatch into caterpillars and the caterpillars eat the foliage. The leaves contain cardiac glycosides, compounds that affect heart function, making them toxic to most species of birds and mammals. By ingesting the leaves, monarch larvae become toxic and predators avoid them. The other plantings, including flowers and native plants, are meant to attract and be beneficial to other pollinating insects as well as to provide visual interest.

Fiscal Services

The Office of Fiscal Services will temporarily operate from Indian Valley Campus's Pomo Building 5 Room 120 due to Building 8 abatement/renovation which will take place from late December 2022 until early April 2023. During December 20, 2022 to January 9, 2023, Fiscal Services' access to transactions and financial systems will be unavailable.

College Police

Active Killer training will be held at AC 255 from 9:00 am-12:00 pm during FLEX week on Friday January 20. Please mark your calendar and attend this extremely important training. You will receive 1.5 hours of classroom training, and another 1.5 hours of practicing what you learned in a classroom scenario.

College Services

Please join College Services at our new(ish!) home for a long-awaited Open House and Holiday Cheer Gathering on December 15, 2022 from 12 pm-2 pm. Colleagues are invited to come check out the beautiful space where we reside – just a few very short steps away from the corner of College Avenue on Sir Francis Drake Blvd. Hope to see you there!