

COLLEGE OPERATIONS

MARIN COLLEGE OF MARIN NEWS

Quarterly Newsletter

Summer 2026



College Council, Kentfield Campus

Message from the Vice President of Finance & Operations

Dear College Community,

As we conclude the 2025–26 academic and fiscal year, we express our deep gratitude for the collective efforts of our College of Marin community. This past year has been strong academically and financially, marked by innovation and a commitment to student learning and success.

At College Operations, supporting our students and those who serve them is at the heart of our daily work. Although much of what we do happens behind the scenes, every effort contributes to our shared mission. We are all part of a unified body, grounded in common values and united by our goals.

Throughout the year, teams from Information Technology, Facilities Planning, Maintenance & Operations, Fiscal Services, the Police Department & Campus Safety, Community Education, and Facilities Rentals and Partnerships have worked collaboratively to ensure our campuses are safe, functional, fiscally responsible, and ready to provide high-quality learning experiences. These efforts have a significant impact on the daily lives of our students, faculty, staff, and the community.

College Operations looks forward to a productive summer, advancing maintenance and IT projects, completing year-end fiscal close-out, developing the new budget, and preparing our facilities, systems, and services for the upcoming year.

Before we bid farewell to 2025–26, let's pause and reflect on the true impact of our collective efforts. As our students celebrate their milestones of growth and achievement, we are reminded of the reason behind our work. Their success is the result of many hands, thoughtful planning, and shared responsibility. College Operations is proud to be your partner on this journey. Together, as one College of Marin community, we will continue to move forward with purpose and a shared commitment to student success and a healthy community.

All my best,

Eresa Puch

Vice President of Finance & Operations

Welcome Stephanie Canon

We are delighted to welcome our new Director of Information Technology, Stephanie Canon!



Stephanie Canon, Director of Information Technology

Stephanie is a technology and digital delivery leader with 20+ years of experience helping public and private sector organizations modernize the systems people rely on. She most recently served as Managing Partner at a digital consultancy, leading teams of 20 to 50 strategists, designers, and developers. She guided 15+ launches, from higher education sites for UC Berkeley, UCSF, Stanford, and the CSU system to large-scale platforms for Fortune 500 organizations. Her most notable work includes six years partnering with the Judicial Council of California to develop a statewide pattern library, build and support the Self-Represented Litigants Portal, and deliver a court website template deployed 80+ times across local courts. She also helped future-proof National Association of Realtors web properties, improving performance by 75% and reducing hosting costs by 40%. Stephanie coaches teams, builds practical processes, and is excited to support equitable access to services at College of Marin.



Annual Retiree Reception, Kentfield Campus

Information Technology

Welcome Karla Ayala Martinez

Saludos!

A coffee enthusiast, passionate home cook, and an advocate for personal well-being, Karla is excited to start her role as Administrative Assistant III in the IT Department at COM. As a first-generation Latina college graduate, she earned her degree from the University of California, Berkeley, in May 2022, which is a significant achievement for both herself and her family. Thus, she greatly admires the work that COM does to support and guide students in achieving their academic goals.

She began her professional career in the nonprofit sector, and is excited to continue serving and supporting her community here at COM. Shortly after starting, she felt certain that this was the perfect fit. She has joined a fantastic team and become a part of an incredible institution. "*Me gusta contribuir a trabajos que apoyan directamente a mi comunidad* (I enjoy contributing to work that directly supports my community)."

Spring/Summer Updates

Matthew Howard, Christian Moreno, Dong Nguyen and Stephanie Canon attended the CISOA conference in March.

Dong Nguyen, Jon Horinek and Stephanie Canon attended the Ellucian Live conference in April.



Karla Ayala Martinez, Administrative Assistant III

The team has also been working on updating wireless cameras across campus.



CISOA Conference (pictured: Christian Moreno and Dong Nguyen)



Diamond PE Center Gymnasium, Kentfield Campus



M&O BBQ, Kentfield (pictured: Klaus Christiansen and Enzo Garetto)

Maintenance & Operations

Kentfield Pool and Bleacher Construction Project Complete

After being closed for nearly a year for repairs and upgrades, we have reopened the Kentfield pools. The upgrades include a new concrete deck around both pools, new pool plaster, new lights, new pool tiling, new ADA lifts for both the deep and shallow pool, and ADA upgrades to the restrooms, locker rooms and parking lot.

In the gym, new bleachers were installed, with stair and side railings. The new bleachers have accommodations for people using wheelchairs, and space for scoring tables to be set up on the gym floors.

Welcome to New Staff

Please join us in welcoming Mike Klein as the District's new Supervisor for Custodial Services. Mike brings with him 26 years of dedicated service to the College and a deep understanding of our community, operations, and values. Before this leadership role, Mike was our Print and Mail Production Specialist, consistently showing professionalism, reliability, and a strong commitment to service.

In his new role, Mike will lead and support more than twenty custodians across both campuses. This outstanding team provides the vital foundation for our daily environments, working behind the scenes to keep our learning, working, and public spaces safe, sanitary, and welcoming. Their efforts make it possible for students, employees, and visitors to learn, work, and thrive every day. We congratulate Mike on this opportunity.

A new hourly gardener will be joining the team as we continue to work through hiring for 2 current vacancies and one upcoming retirement. Troy Harmon will be working Mondays and Tuesdays at the Kentfield campus, please welcome Mike and Troy if you see them around.

M&O is still looking to fill three full time Gardener positions, one full time Custodial position, one full time Pool Maintenance Tech. I, and one full time HVAC Building and Controls Engineer.



Mike Klein, Custodial Supervisor



Troy Harmon, Maintenance Gardener

Tips for a Successful Year End Close

Plan Purchases Now

- Items must be ordered and delivered by June 30 if they are funded with 2025-26 monies.
- Orders for items not guaranteed to arrive by June 30 may be held
- The last day to enter and approve requisitions for online accounts including Staples, Amazon, and Office Depot is June 19

Limit Spending and Prepare for a Quick Turnaround on the June P-Card Process

- P-Card reports for June will need to be approved and received by July 8
- Limit purchasing and keep receipts organized and ready
- Heading out on vacation? Please make sure to find a delegate to manage the attachment of receipts in your place, contact payables@marin.edu to report your delegate

Review Purchase Orders

- Make sure all purchase orders have been paid in full – please reach out to vendors to gather invoices for items received but not yet showing payment processed
- Request to close unnecessary purchase order encumbrances, contact (buyer@marin.edu)
- Ensure standing POs have sufficient funds for year-end costs



Founder's Day Spring Fling, Kentfield Campus (pictured: Alyssa Graff, Monica Rudolph, and Rion Smith)

Fiscal Services

Year End Reminders

As we approach the end of the fiscal year on June 30, Fiscal Services is gearing up for one of the most important processes of the year: closing the books. This annual effort ensures that our college's financial records are complete, accurate, and ready for reporting, compliance, and planning for the year ahead.

Why Year-End Close Matters

Closing the books is more than an accounting exercise, it's how we:

- Ensure accuracy and accountability in how public funds are used
- Meet state, regulatory, and audit requirements
- Provide reliable financial data for planning and budgeting
- Maintain the college's financial integrity and transparency

Every transaction, from purchasing to payroll, contributes to a true picture of our financial position as of June 30.

How You Can Help: The Countdown Starts Now

Your support is essential to a smooth close. Here's how managers, staff, and faculty can help:

Timesheets/Travel and Reimbursement Claims

- Timesheets for June are due no later than June 25 and should include any planned workdays between submission and June 30
- Travel and reimbursement claims should always be submitted within two weeks of instance, or monthly if mileage is incurred regularly
- Please route any outstanding claims as soon as possible to help manage year-end workload for staff. Reimbursement Requests for expenses incurred in June need to be approved and received by Fiscal Services no later than July 7

Fiscal Services is committed to making the year-end process as smooth as possible. Please contact us with any questions. Thank you for your partnership!



College Success Saturday, Kentfield Campus (pictured: Thomas Schneider, Alex Ubau Martinez, Carolina Zaragoza, and Jaidy Gonzalez)

Denim Day— April 29, 2026

The College Police Department supports Denim Day by taking part in the longest running sexual violence prevention and education campaign. Wearing jeans is a visible statement against the myths and misconceptions surrounding sexual violence. Campus Police provided safety information, Denim Day gear, and snacks to the College community.

Campus Police & Safety

Welcome (back) to Interim Chief Dustin Ruiz

We are pleased to announce that Dustin Ruiz will again serve as our Interim Chief of Police, during the recruitment for a new Chief of Police, behind the departure of Chief Raul Aguilar.

Interim Chief Dustin Ruiz considers it an honor and privilege to be able to serve the college community since 2007, and looks forward to continuing to be of service in the future. He would like to recognize all the hard work all the college departments do to keep the campus a beautiful and thriving place to make such a great environment for the students, staff and visitors. Please do not hesitate to reach out to Interim Chief Ruiz or any one of the members of the Police department if they can be of any help. The Police Department is here to make sure campus remains a safe, secure, and positive environment. The Police Department fully supports the need for community partnerships based on trust and communication, which forms the basis of community oriented policing.

College Success Saturday

The team was fortunate to participate in College Success Saturday on May 2 and had several positive interactions with incoming students and their parents. The team handed out several cadet flyers, and Police Cadet Jaidy Gonzalez spoke about being a cadet to a number of visitors to the table.



Dustin Ruiz, Interim Chief of Police



Denim Day, Kentfield Campus (pictured: Jessica Shahi, Jaidy Gonzalez, Thomas Schneider, Alex Ubau Martinez, and Dustin Ruiz)

Resin Charms Workshop



Charms from Resin Charms Workshop with Lara Starr

Fine Arts 312, Tuesdays 3:10-6pm • June 16-July 21

Resin Charms Workshop (Class ID #26619)

In this interactive, three-hour workshop, you'll learn how to make resin charms. These unique gifts and keepsakes are little metal frames that can be filled with glitter, tiny gems, paper ephemera, coins and flowers — anything small and special to you. There will be plenty of supplies to make charms. You can also bring some meaningful little trinkets to add to your charms, like a beloved earring that has lost its mate, a loved one's photo, petals, tiny flowers or a snippet of a ticket stub. Expect to create three to five charms.

Science Math Nursing 217, Saturday 1:10-4pm • June 20



Center for Student Success Grand Opening, Kentfield Campus (pictured: Ryan Byrne and Malaika Smith)

Community Education

Summer 2026 is action-packed in Community Ed! Registration opens May 12 and classes begin on June 15. Explore featured classes:

Photography: Learn to See (ID #26608)

Great photography isn't just about your camera — it's about your eyes. In this hands-on course, you'll train yourself to spot the extraordinary in the everyday, capturing images with intention and confidence. Through weekly assignments, in-class discussions and constructive critiques, you'll learn how to work with light, composition and perspective to create a portfolio of striking, gallery-worthy photographs. All cameras and all levels of photographic experience are welcome — what matters most is how you see the world.

Academic Center 238, Mondays 7:10-9pm • June 15-July 20

Guitar Ensemble (ID #26506)

This is a class to hone your reading skills and is open to those who already can read music notation up to 5th position on the guitar. We will

explore both classical and popular titles. Preparation before class is imperative in order to have consistently good rehearsals in class. A nylon strung classical guitar is strongly recommended. In-class performances will be recorded and may be shared on social media.

Performing Arts 177, Tuesdays 6-8pm • June 16-July 21

Travel Watercolor Using Your Smartphone (Class ID #26627)

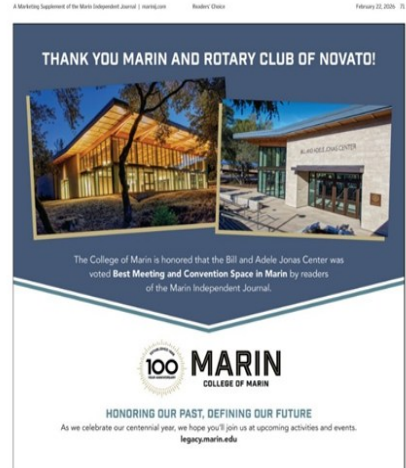
Turn your travels into lasting artistic memories with watercolor, ink and a pocket-sized, portable sketchbook. You'll learn how to find focal points and frame a beautiful design using your smartphone to capture scenes on location. We may start by observing a building, a view or a cup of coffee and a pastry. Then, after taking photos, we'll return indoors to the classroom to bring the scene to life with ink and watercolor. This class combines journaling and painting techniques, so you can create keepsakes anywhere in the world with supplies small enough to carry in your pocket or backpack.



Centennial Gala, Bill and Adele Jonas Center, Indian Valley Campus

Kudos Corner

Marin Independent Journal
Reader's Choice Award
Winner



Facility Rentals

Culture of Planning 2026 – 2027

Now is the perfect time to plan for the new academic year and all the events and activities your departments put on. Here are items to consider as you are planning:

Purpose and Intent – Why are you hosting this event? What is the problem, need or opportunity it is addressing? How does this align with organization or community goals?

Who – Who is coordinating and responsible for the event? Who is funding the event? Who are key decision makers? Who are the partners or vendors we want to work with?

What – What type of event is this? What content or activities will happen? What does success look like for attendees?

When – When should this event occur for best attendance? Are other events or activities happening at this time? Are all preferred attendees available?

Where/How – How will people register? How will information be communicated? What are the needs, equipment, personnel and set up for this activity or event? Will this affect other spaces nearby? Will noise, parking, traffic flow

be of concern or affect others? Did you assign work orders for set up and equipment requests?

Equity and Inclusion – How are diverse voices represented in planning and delivery? How are accessibility needs addressed? Who might be unintentionally excluded?

Measurable Outcomes/Assessment – What will participants learn, feel or do differently? How will we measure impact? How will you collect data?

Communications and Marketing – How will you promote your event? What messaging will resonate with the audience?

Day of Event Execution – Operational readiness

Reflection and Continuous Improvement – What worked well? What should we change next time? Did we meet our outcomes?

Please reach out to Lindsay Bacigalupi at lbacigalupi@marin.edu to kick off your event, or if you have any questions.

Thank you!

The Bill and Adele Jonas Center has won its 4th Marin IJ Reader's Choice Award for best Convention/Event/ Meeting Space.



Founder's Day Spring Fling, Kentfield

Sustainability Events and Initiatives

College of Marin is registered for STARS, the Sustainability, Tracking, Assessment & Rating System for colleges and universities globally. This framework will allow us to measure our sustainability metrics and collaborate with other colleges to develop new ways to improve our performance.

Climate Solutions Community of Practice had its final session on April 17. This was an 8 week course that invited COMMunity members to learn more about climate issues and how our local leaders are addressing them. Attendees came out of these sessions feeling empowered and connected to their active community around them.

College of Marin hosted the inaugural North Coast Blue Economy Consortium at the Center for Student Success on April 24. Together with several north coast California Community Colleges, we began building a shared regional conversation around workforce opportunity, student pathways, and collaboration with workforce and industry partners. The day included high-level state and regional perspectives, as well as collaborative working sessions focused on practical opportunities and next steps. A steering committee will be formed to continue the conversation between all the attending partners.

When folks come back for our next academic year, there will be updated centralized waste stations set up in the Academic Center and the Science, Math, and Nursing buildings.



Founder's Day Spring Fling, Kentfield Campus

Environmental Sustainability

Electric Vehicle (EV) Charging Update

Twenty (20) new Blink EV Chargers have been installed in Lot 12, at the Kentfield campus replacing the previous ChargePoint chargers. These chargers are publicly accessible with a valid COM parking permit.

We will be implementing new EV charging rates for all EV chargers across campus from July 1 onwards.

Employees and members of the public who use EV charging stations on our campuses will be charged:

- College employees: **\$0.30 per kilowatt hour**
- Members of the public: **\$0.40 per kilowatt hour**
- Current College of Marin students: **Free**

Please note that valid parking permits are required to use EV charging stations and can be found on COM Police Department's website.

To use the EV chargers on College of Marin campuses, users will need to set up a Blink account on their smartphone. If you have any questions, please contact our Environmental Impact Mitigation Fellow, Revathi Machan at rmachan@mycom.marin.edu.

Our goal is to make this transition as smooth and clearly communicated as possible. From July 1 through August 31, the College of Marin Police Department and Campus Safety Team will focus on education and outreach. During this time, warnings will be issued instead of the new EV charging rates to help everyone become familiar with the updated procedures. Full enforcement of new EV charging rates will begin on September 1, 2026.

We encourage all EV users to review the updated EV charging information.

Thank you for helping us support environmental responsibility while ensuring equitable access to campus resources!

Contact Us

Give us a call for more information about our services:

College Operations
(415) 884-3100

epuch@marin.edu

Information Technology
(415) 884-3180

sjcanon@marin.edu

**Facilities Planning,
Maintenance and
Operations**
(415) 485-9449

kchristiansen@marin.edu

Community Education
(628) 234-7316

badrake@marin.edu

Facility Rentals
(415) 884-3124

lbacigalupi@marin.edu

Fiscal Services
(415) 884-3160

spjackson@marin.edu

Police and Safety
(628) 234-7467

druiz@marin.edu

Capital Projects
(415) 457-8811 ext. 8128

erhodes@marin.edu



Diamond PE Center Pool, Kentfield Campus

Capital Projects

Deedy Hall and Fusselman Hall Renovation

Deedy Hall will undergo some renovations for the relocation of some of the occupants of Village Square and the Bookstore, the creation of new classrooms, and renovations of office spaces. The large classroom in Fusselman Hall that was used for the library stacks during the construction of the CSS will be returned to its classroom state. The estimated completion date of these renovations is late summer 2026.

Performing Arts Fire Curtain Replacement

Demolition and replacement of the Fire Curtain will begin at the theater stage June 2. The work is expected to be completed by August. There are minor upgrades that are being required by DSA for the parking lot directly adjacent to the Performing Arts building that will be completed at the same time.

PE Complex Renovations

Replacement of existing non-compliant bleachers, removal, repair, and replacement of existing pool deck and plaster and other associated ADA updates is nearing completion.

The pool deck and plaster repairs are complete and the pool is ready for use. The bleacher replacement has been completed.

Misc. ADA upgrades are still in progress in the bathroom adjacent to the gym but will be complete by June 1.

Baseball Field Safety Upgrades

Safety concerns from errant baseballs impacting faculty, staff and students at Grant Grover, adjacent to the outfield of the baseball stadium, were brought to the attention of the district. In response to those concerns, a mutually agreeable solution was identified.

COM is working on an MOU with the Marin County Office of Education regarding budget and construction logistics. Design documents have been reviewed and approved by DSA.

Signage and Wayfinding (District-wide)

A comprehensive signage and wayfinding plan across the district will improve navigation for students, staff, and visitors, creating a more intuitive and accessible campus experience.

The RFP/Q for consultant services is currently bidding, and a recommendation for consultant is expected to be included on the June 16 Board Meeting agenda.

Building 12 (Indian Valley Campus) – New Student Center

Program revalidation is complete and construction documents are in process.