

Mendocino College Academic Senate

AGENDA

August 29, 2019

12:30 - 1:50pm

LLRC Room 4210

I. Call to Order

II. Approval of the Agenda

III. Approval of Minutes

A. August 13, 2019

IV. Public Comment

Members of the public may address the Senate on any agenda item after being recognized by the Chair. Due to the brevity of the meeting and the length of most agendas, the total amount of time for public comment will be limited to 10 minutes.

V. New Business

(25 Minutes)

A. Middle College Update - Information

Time Certain 12:40pm

VPAA, Debra Polak will review the first year of Middle College program at Mendocino College and its current status

B. Faculty Meeting September 5, 2019

Discuss the agenda

C. ASCCC Open Educational Resources Liaison 2019-2020 - Action

Appoint the OER Liaison for the 2019 - 2020 Academic Year

D. Ruffalo Noel Levitz Follow Up - Committee Communications Ad Hoc

Committee - Action

Appoint a senator to the Ad Hoc Committee Communications Ad Hoc Committee

VI. Old Business

A. Senator Constituent / Contact Lists - Information

(5 minutes)

Review faculty constituent list for the 2019 - 2020 Academic Year (approved August 13, 2019)

B. Committee Appointments - Action

(5 minutes)

Recommendations to be presented and/or attached

C. 2019 - 2020 Goal Planning - Discussion

(25 minutes)

Review and discuss the draft goals for the year

VII. Committee Reports

(10 minutes)

A. Staffing Committee - Senator Rodney Grisanti

VIII. President's Report

A report will be presented at the meeting

X. Open Forum

Members of the public, as well as senators, may address the senate with comments that are within the purview of the Academic Senate. The total amount of time allotted will be determined and announced by the chair based upon the scheduled adjournment time.

XI. Adjournment

Fall 2019 Meeting Schedule

August 29 / September 5 ** / September 12 / September 26 / October 3 ** / October 10

October 24 / November 7 ** / November 14 / December 5

(**Faculty Meetings)

OER Liaison

Background:

During the 2018 - 2019, Senator Taylor Cannon, served as our OER liaison to the ASCCC. In this capacity he has access to regarding issues related to the use of low- to no-cost textbooks and other educational materials used by students. The liaison is provided with updates regarding resources, webinars, newsletters, etc. that are shared with the Academic Senate and Faculty, as appropriate.

The mission of the ASCCC Open Educational Resources Initiative (OERI) is to reduce the cost of educational resources for students by expanding the availability and adoption of high-quality Open Educational Resources (OER). OERI facilitates and coordinates the curation and development of OER texts, ancillaries, and support systems.

Through recommendations to the ASCCC Executive Committee, OERI supports local OER implementation efforts through the provision of professional development, technical support, and technical resources.

Resource: ASCCC Website

Recommendation and Rationale:

It is recommended the Academic Senate appoint Taylor Cannon as the OER Liaison for Mendocino College for the 2019 -2020 academic year. Cannon served successfully in this position and provided timely and informative reports on OER activities during his first year in this position. In addition, he has agreed to continue for another year.

RNL Committee Communications Ad Hoc Committee Appointment

Background:

After the completion of the Ruffalo Noel Levita surveys in the Spring of 2018 and subsequent presentations about the findings, a cross functional workgroup prioritized the goals for continued campus improvements. Five groups were formed to address each area. One of which is: Committee Communication. The group that met last Spring has recommended continued work this Fall. VPSS, Ulises Velasco is putting together an Ad Hoc committee to address this. Following is the recommendations developed last semester:

Committee Communications	Create an ad-hoc team of constituent leaders, plus some core college employees, to review and update the Committee Handbook. Handbook should provide committees with a clear templates on how to communicate with the campus community. The handbook should include clear information about each committee's purpose and scope. Additionally, there should be a template about how to report out information from committees so that the campus community has access to the information.
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Recommendation and Rationale:

I recommend that a senator, as part of the constituency leadership, serve on this Ad Hoc committee.

Faculty Constituent List 2019 - 2020

Lisa Rosenstreich (18/20)

- Reid Edelman
- Steve Decker
- Phillip Lenberg
- Joseph Munoz
- Sara Bogner
-
-

Nicholas Petti (18/20)

- Fran Laughton
- Heidi Crean
- Kim Swift
- Shanti Adhikari
- Jim Xerogeanes
- Laura Mays
- Doug Boswell

Julie Finnegan (18/20)

- Neeka Aguirre
- Steve Hixenbaugh
- Bart Rawlinson
- Vivian Varela
- David Pai
- John Rall
- Valentina Velazquez-Zvierkova

Janice Timm (18/20)

Taylor Cannon (19/20)

- All Part-Time Faculty

Rhea Hollis (19/21)

- Steve Crossman
- Emily Hashemian
- Fernando Calderon
- Alicia Mendoza
- Apryl Guisasola
- Maria Avina
- Nick Wright
- Steve Crossman
- Kurt Combs

Rodney Grisanti (19/21)

- Marcus Frederickson
- Greg Allen
- Roger Ahders
- Deborah White
- Casey Terrill
- Jason Edington
- Chantal Cimmiyotti
- Leslie Banta

Doug Browe (18/20)

- Roger Hock
- Phil Warf
- Rachel Donham
- Sue Blundell
- Brianna Zuber
- Tim Beck
- Steve Cardimona

Jody Gehrman (18/20)

- Ginny Buccelli
- Vincent Poturica
- Tascha Whetzel
- Jaime Cechin
- Sarah Walsh
- Greg Hicks
- Jason Davis

Committee Appointments

Academic Review (need one)

- Kurt Combs

Accreditation Steering (need one at large)

- .

Curriculum Committee (need two)

- Kim Swift

- .

Distance Education (need one)

- Casey Terrill

Enrollment Management (need one)

- .

Faculty Office Space (need one)

- Phil Warf

Flex (need two)

- Leslie Banta
- Rachel Donham
- Kim Swift

Professional Development Leave (need two)

- Sarah Walsh

- .

Staffing (need two)

- Bart Rawlinson

- .

Academic Senate 2019 - 2020 Goals
Draft

Goal #1

2018 - 2019 Goal #2 Minimum Qualifications

Continued review of Board Policy 7211 and Administrative Procedure 7211.1

- Senator Leads: Indermill and Hollis

Goal #2

2018 - 2019 Goal #3 Hiring Committees

Continued review of Board Policy 7120 and Administrative Procedure 701.1

- Senator Leads: Indermill and Gehrman

Goal #3

Faculty Association Committee Reorganization

- Recommended Senator Lead(s): Indermill and another to be determined (if necessary)

Goal #4

Faculty Office Space Committee Review

Review, update and formalize the purview, guidelines, responsibilities of the committee

- Senator Lead(s): to be determined

Goal #5

Academic Rank

Review and update the process for faculty to request advancement in academic rank

- Senator Lead(s): to be determined

Goal #6

Professional Development Committee Review

Review and update Academic Senate's role and responsibilities associated with this committee

- Recommended Senator Leads: Indermill and Gehrman

Goal #7

In Service Planning and the Roles of the Academic Senate

Review and prepare recommendations related to the role of the Academic Senate in planning In Service activities (e.g., format, process for recommendations, use of the post in service survey)

- Recommended Senator Leads: Indermill and Gehrman

Goal #8

Academic Senate Committees Review

Review the roles, responsibilities and possible redundancies of the Academic Senate Committees, make recommendation for realignment, if appropriate

Academic Senate Meeting August 29, 2019

ADDENDUM

Item: VI.B.

Committee Appointments

Academic Review* (need one)

- Kurt Combs

Accreditation Steering (need one at large)

- .

Curriculum Committee (need two)

- Kim Swift
- Steve Crossman

Distance Education* (need one)

- Casey Terrill

Enrollment Management (need one)

- Rodney Gristani

Faculty Office Space* (need two)

- Phil Warf
- Doug Browe

Flex (need two)

- Leslie Banta
- Rachel Donham
- Kim Swift

Outreach & Marketing* (need one)

- Greg Hicks

Professional Development Leave* (need two)

- Sarah Walsh
- Nicholas Petti

Staffing* (need two)

- Bart Rawlinson
- Greg Hicks

Recommendation 1: I recommend the Academic Senate approve the volunteers for the Academic Review, Distance Education, Faculty Office Space, Outreach & Marketing, Professional Development Leave and Staffing Committees as presented (noted with an *). These include either a single volunteer or a faculty member willing to serve another term (noted in yellow)

Recommendation 2: I recommend the Academic Senate consider appointments to the Curriculum Committee and Flex Committee separately from those noted above.

- Curriculum Committee recommends faculty be tenured, next year there it is possible there will not be a counselor on the committee
- Flex Committee currently has one Nursing faculty continuing a term

Recommendation 3: If the Academic Senate has recommendations for Accreditation Steering, Enrollment Management and/or Professional Development Leave Committees, VP Gerhman and/or I will pursue those

Item: VIII

Academic Senate President's Report

There is nothing significant to report about the on-goings work of the Academic Senate through the end of the Spring 2019 semester. Summer work consisted of various meetings with the Vice President of Academic Affairs and Vice President of Student Services, meetings with the President of the Board of Trustees an attending Board of Trustee Meetings.

Board of Trustees

I have already reported on my personal meetings with Board of Trustees President Robert Jsoan Pinoli so I will not repeat that here. However, there are some points to report about the three BOT meetings held over the summer.

- BOT Meeting June 11, 2019
 - This was a fairly typical meeting with nothing unexpected to report. The *Big Picture* presentation was from Institutional Researcher, Minerva Flores, which included a lengthy dialog about equity and its importance at Mendocino College.
 - It was not on the agenda, however, President Reyes announced that SSSP and Equity Coordinator was on leave and that Minerva Flores has been appointed the new Equity Coordinator. He did not address SSSP.
- BOT Special Meeting July 11, 2019
 - The agenda for this meeting was very brief, but did include Constituent Reports. The report from the Academic Senate urged the BOT to hire an “outside” candidate for the Interim Superintendent /President Position. After Closed Session, the Board President announced a decision had been made to a short (5 business days) open period for current employees to submit a letter of interest in the Interim Superintendent/President position. On July 24 interviews would be conducted at a Special Board of Trustees Meeting at 5:00pm the selection would be announced. The interview committee was noted by President Pinoi as consisting of himself, Trustees Myers and Tompkin, MSC President Judy Kanavle, Classified Senate President Jeana Thompson and Academic Senate President Indermill.
 - Indermill had a pre-planned event that was in conflict so President Pinoli allowed Academic Senate Vice President Gerham to represent the faculty in the matter.
 - After the interviews and BOT Closed Session discussion it was reported that Assistant Superintendent/President and Vice President of Administrative Services has been selected as the Interim Superintendent/President through June of 2021.
- BOT Meeting August 14, 2019

- BOT President Pinoli reported that the *Student Housing Ad Hoc Committee* had not met since their initial meeting in May. The committee will re-convene later this Fall. At this time, he said, it is better to focus on our upcoming Accreditation and the search for a new Superintendent/President.
- These other pressing obligations will require the BOT to move at a “slower pace”
- During Closed session the BOT agreed to a compensation package for the new Interim Superintendent/President. It includes the following:
 - \$255,00 per year salary
 - 200,000 Life insurance (an increase from \$100,000)
 - No change in current health benefits
 - \$600 per month expense account - it was noted this is consistent with other comparable districts our size and considerably less the Superintendent/President Reyes (\$1400/month)
 - A “fall back” clause affording Cichocki the right to return to her current position of VP of Administrative Services if she is not selected as the new Superintendent/President
- The High School Equivalency Program (HEP) grant from the U.S. Department of Education has expired (July 1, 2014- June 30, 2019). The District extended the funding through October 31, 2019 while waiting to see if the grant had been extended. It has not. The District will temporarily fund the categorically funded positions through December 31, 2019. Layoffs for the HEP Outreach Specialist and HEP Program Manager were approved by the Board effective December 31, 2019.
- Pinoli announced he intends for constituent leaders to participate from the “onset” in the process for replacing the Superintendent / President
- Pinoli recommended to the trustee that he’d like to include one member of each constituent group (the president or designee) to serve on the ad-hoc committee to appoint a replacement for Trustee Area #7. Consensus was reached on this suggestion.
- The trustees decided to conduct two workshops this Fall, rather than one all-day meeting. On 9/26 the tentative agenda will include Sexual Harassment Prevention Training and a Diversity Training. On 10/9 the tentative agenda will include a review of the Board self-evaluation and a presentation by Indermill on participatory governance. +

Miscellaneous

- I participated in the Academic affairs Planning Retreat, as previously reported on
- VP Gehram and I met and emailed throughout the summer about various faculty issues
- I met with, emailed with VPAA Polak frequently about work related to the Academic Senate
- I met with and/or emailed with a fe individual faculty members about personal faculty related issues
- As reported previously, VP Gerhman and I met with administration about planning In Service

- I attended the ASCCC Leadership Institute. The focus was on how to help bridge the gaps between administration and faculty in an effort to enhance participatory governance and reaffirm the faculty responsibility to governance per Title 5 and AB 1725. I attended a variety of sessions, including:
 - Legislative Cycle and Advocacy: Political Landscape and Power Dynamics of Sacramento
 - Consultation and Governance
 - The Community College Budget
 - Resolution Writing
 - Empowerment. Leadership. Voice. The Power of Relationship Building for an Effective Academic Senate
 - Minimum Qualifications, Equivalency, and Assigning Courses to Disciplines
 - Regional Area Meeting: Building A Community
- VP Gerhman and/or I lead 3-5 Minimum Qualification Equivalency Review Committees