

Mendocino College Academic Senate

AGENDA

December 5, 2019

12:30 - 1:50 pm

LLRC Room 4210

I. Call to Order

II. Approval of the Agenda

III. Approval of Minutes

A. October 24, 2019

B. November 14, 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. Consent Agenda

A. Hiring Committee Appointments - Classified Staff Positions

- Learning Center Assistant: Tascha Whetzel
- Center Assistant / North County: Nick Wright
- Student Equity and Achievement Specialist: Ginny Buccelli

B. Committee Appointments - Part Time Faculty to complete vacant 2018 - 2020 terms

- Distance Education: Katherine Lam-Hansard
- Planning and Budgeting: Michael Escobedo

VI. New Business

A. Hiring Committee Appointments - Full Time Faculty Positions - *Action*

(10 minutes)

Volunteers will be considered and appointments will be made for two full time, tenure track faculty position hiring committees: Child Development and Head Librarian.

B. Committee Report: Outreach and Marketing - *Information and Discussion*

(10 minutes)

Senator and Outreach and Marketing Committee member, Petti, will provide a report on recent committee work

C. Committee Report: Technology - *Information and Discussion*

(10 minutes)

Senator and Technology Committee member, Browe, will provide a report on recent committee work

VII. Standing Items

A. AB 705 - *Information and Discussion*

(Time Certain 1:00)

(10 minutes)

Professor Sarah Walsh will provide a report on the work related to the implementation of AB 705 for English as a Second Language (ESL). Handouts to be provided at the meeting.

B. Accreditation - Information

President Indermill will provide a report as appropriate

C. Guided Pathways - Information

President Indermill will provide a report as appropriate

VIII. Reports

A. Academic Senate President's Report - Information and Discussion

(5 minutes)

A report will be provided as information

IX. 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.

X. Adjournment

Future Meetings

- Spring 2020
January 23, February 6 *, February 13, March 5 *, March 12, March 26, April 2 *, April 23,
May 7, May 14 * (Faculty Meetings*)

Consent Agenda

V.A Hiring Committee Appointments

Academic Senate President Indermill, in consultation with the Vice President Gehrman, recommends the following appointments be confirmed:

- Learning Center Assistant: Tascha Whetzel
- Center Assistant / North County: Nick Wright
- Student Equity and Achievement Specialist: Ginny Buccelli

Rationale: Tascha Whetzel and Nick Wright volunteered to serve on any of these committees, where needed. Ginny Buccelli volunteered for the Learning Center Position or the SEA Specialist. Whetzel has worked closely with this area of student support services as the DRC specialist. Wright conducts counseling appointments at each of the Centers, thus has familiarity with needs that maybe specific to the Centers. Buccelli has worked directly with BSI and is currently working with Guided Pathways. Note: these are the only volunteers for these three hiring committees.

V.B. Committee Appointments: Part Time Faculty

Academic Senate President Indermill, in consultation with Senators Cannon and Hawthorne Timm, recommends that the following part time faculty are appointed to complete the vacant 2018-2020 committee terms:

- Planning and Budgeting Committee: Michael Escobedo
- Distance Education Committee: Katherine Lam-Hansard

Rationale: Pursuant to the Mendocino College Part-Time Faculty Association Collective Bargaining Agreement with Mendocino -Lake Community College District, Article 18.5.2, Stuart Campbell, MPFA President, submitted these names for committee appointments.

Hiring Committee Appointments - Full Time Faculty Positions

President Indermill, in consultation with Vice President Gehrman recommend the following appointments for the two full time faculty hiring committees:

- Child Development: Catherine Indermill, Sarah Walsh and Nicolas Petti
- Head Librarian: Jason Davis, Vivian Varela and Alison Finch (Ginny Buccelli)

Background and Rationale: Three full-time faculty members are required per AP 701.1 with at least one from the discipline (or related). Davis, Petti, Varela and Walsh indicated willingness to serve on either committee. Walsh has agreed to serve on CDV and Petti is recommended due to his CTE expertise. Varela's DE expertise will be helpful in revising the job description for the Head Librarian. Alison Finch is a part time Librarian with an understanding of the evolving field of library science. Her appointment is agreed to by Stuart Campbell, MPFA President. It is recommended that all four names are submitted, however if only three are agreed to, Buccelli can serve in reserve.

Outreach and Marketing Committee Report

In order to better serve you, the academic senate seeks feedback about issues encountered and/or progress made while chairing or sitting on committees. Please use the questions below to guide your verbal and written report to Senate.

Committee Name: Outreach and Marketing

Your name and role on committee (i.e. chair, co-chair, member, etc.) Member

Chair(s): Janelle Bird

Meeting days/times (if regularly scheduled): 3rd Wednesday of the month, 9am

1) What are the most pressing issues your committee is currently addressing? Please be specific.

Perhaps not an issue the committee can address, the biggest challenge is the budget. There isn't much for marketing and outreach. What is available is often funds from CTE which limits which programs or areas can be supported. Further, in a changing media environment it isn't clear where limited funds are most effective. I believe the committee could use some younger people, or student input. Addressing the media landscape without a younger perspective hampers our efforts.

Internal communication is an ongoing issue. The committee developed procedures and forms for event support to ensure multiple events weren't scheduled on the same day and that departments got timely marketing and support materials. Use has been sporadic, which makes more work for the PIO office.

The college website is another area of concern. Some areas and departments are lacking information, making it difficult to populate those portions of the website. Additionally, the rate of change of web applications and formats doesn't match the ability of the institution to react.

It is sometimes difficult to draw a clear line of the committee's responsibility since O&M touches many different areas. For instance, efforts to increase enrollment cross into the work of Enrollment Management.

- 2) What actions (if any) has your committee undertaken to address these challenges?
- 3) How can the Academic Senate be of assistance in handling these issues? (Please see the primary purview of senate listed below in the “10+1” if needed.)

AS could be effective in internal outreach to faculty addressing the need for timely, relevant information to the committee. We could also make sure that the committee is working toward the goals in the Master Plan.

- 4) List any relevant timeline issues, such as grant application deadlines, academic calendar deadlines, accreditation deadlines, etc.
- 5) Anything else you want to discuss about your committee? Feel free to report here on progress and accomplishments as well.

The current committee is more effective than it has been in the past. Previously, meetings were mostly reporting by the PIO and less committee input. Chair Bird is receptive to ideas and welcomes input and help with initiatives.

The committee approved a new logo and is in the process of redesigning the athletic logo. We have also recently finished social media guidelines.
