

MINUTES

Mendocino College Academic Senate
Planning Workshop
Thursday, September 15, 2011
12:30pm-1:30pm, Room #1060

- Call to Order** John Koetzner called the meeting to order at 12:30pm.
- Present** Leslie Saxon West, Steve Hixenbaugh, Reid Edelman, Doug Browe, Jason Edington, Rachel Donham, Jessica Crofoot, Tammy Cartwright
- Guests** None
- Agenda Approval** **M/S/C** (*Edington/Donham*) to approve the agenda of September 15, 2011
Vote: Unanimous
- Approval of Minutes** Deferred to next Academic Senate meeting.
- Public Comment** None
- Committee Reports** 1. MPFA (*Mendocino College Part Time Faculty Association*)
No report given.
- President's Report** John reported the following:
BIPC – Bond Implementation Planning Committee
- Bid on new Lake Center accepted, but cost estimates exceed original project budgeting. This may affect other Measure W projects in the works. Mike Adams and Mark Rawitsch are working with contractor to try and reduce project by 10%.
- Old Business** 1. Academic Senate Goals for 2010-11
The goals for 2010-11 were reviewed and discussed. It was suggested that Senate concentrate on no more than six (6) goals and objectives during 2011-112, but have the flexibility to take on more that become important during the year. Some other areas mentioned that Senate will continue to monitor are as follows:
- Committee Structures – ensure balanced representation
 - Committee Consolidation – for more efficiency campus-wide
 - Committee Reporting – request a short, written summary of the committee work from faculty representative once a semester that could be included in Academic Senate minutes. Encourage committee reports at faculty meetings.
 - Foster better professional relationships between contingent groups in a community atmosphere.
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- New Business** Planning Meeting – Academic Senate Goals for 2011-12
The following Senate goals listing Senate members responsible for oversight were developed for 2011-12:
1. Communication with Faculty and other college constituent groups
(*John Koetzner, Steve Hixenbaugh, Rachel Donham*)
 2. Hiring Practices for Full-Time Faculty at Mendocino College

(John Koetzner, Steve Hixenbaugh)

3. Departmental Restructuring of Academic Programs
(Reid Edelman, Rachel Donham)
4. Faculty Participation on Committees/Committee Handbooks
(Leslie Saxon West, Jason Edington, Tammy Cartwright)
5. Academic Senate Constitution/Academic Senate Bylaws
(John Koetzner, Jason Edington)
6. Connection with State Academic Senate
(John Koetzner, Jessica Crofoot)

Future Agenda Items

Enrollment Management
Committee Appointments
Faculty Meeting Topic – Discontinuance of test proctoring in Learning Center

Adjournment:

Meeting adjourned at 2:00pm.

Academic Senate Membership 2010-11

John Koetzner – President
Steve Hixenbaugh – Vice-President
Leslie Saxon West – Past President
Doug Browe
Rachel Donham
Jason Edington
Steve Crossman
Jessica Crofoot – MPFA
Tammy Cartwright - MPFA