

MINUTES

Mendocino College Academic Senate
Thursday, October 26, 2006
Board Room #1060, 12:00pm -1:30pm

- Call to Order** Nancy McLelland called the meeting to order at 12:05pm.
- Present** Nancy McLelland, Leslie Saxon West, John Koetzner, Jessica Morris, Jean Stirling, Reid Edelman, Mike Glenn, Alan West
- Absent** Bob Alto
- Guests** Mark DeMeulenaere, Interim Director of Development
Meridith Randall, Vice President of Education and Student Services
Kurt Combs, Counselor/Director-Career/Transfer Center
- Agenda Approval** M/S/C (Saxon West/Glenn) to approve the agenda of October 26, 2006.
- Minutes Approval** M/S/C (Saxon West/Morris) to approve minutes of October 12, 2006.
- Public Comments** Mark DeMeulenaere gave a brief history of the Mendocino College Foundation, how it began years ago as an endowment small in size and narrow in outlook to the much broader scope it serves today through active donor development and fundraising for student scholarships and other critical needs of the college. The Foundation has aligned itself with the college mission and goals and wants to have more of a presence on campus and a closer relationship with faculty and staff.
- Committee Report** 1. EAP – Alan West reported EAP is finalizing staffing requests and the recommendations are still confidential but will soon be forwarded to IMPSC.
- President's Report** Nancy reported that she and Dan Jenkins were the only two faculty members that attended the October 13, 2006 two-hour evaluation workshop. Nancy concluded that it is important for both the Senate and AFT executive committees to participate in this evaluation workshop prior to finalizing the fulltime faculty pre-tenure and post tenure evaluation documents and procedures. The workshop will be rescheduled either before the end of the semester or during spring inservice.
- Nancy stressed how important it was for all Senate members and faculty to read “Developing a Model for Effective Senate/Union relations.” Senate members need to be thoroughly versed in the responsibilities and authority of Senate and Union. The Union is currently working on converting the faculty handbook to a contract and the Senate should be involved with this process and work in cooperation with AFT on overlapping issues.
- Old Business** 1. OffComm Update:
Reid distributed a draft of the OffComm “good practices” guidelines (*Revised draft Sept 06, prepared by Reid Edelman and Alan West*). Reid advised that Lynn Haggitt, the chairperson for OffComm, had reviewed and edited this document making no content changes. Jessica Morris requested that the PT faculty be part of the discussion when PT faculty resource space was affected. No strict ranking formula is included in this document in order to provide some flexibility for OffComm to make recommendations to the Senate based on the spirit of the guidelines. The weight of these revised guidelines will be more formal and the Senate will be more involved with OffComm.

2. Policy Review: Equivalency for Minimum Qualifications:

The practice of “3-B-ing” has been used to qualify instructors to teach specific classes within a discipline based on knowledge and experience. This may not conform to Title 5 which states that an instructor who is approved by the college under a “3B” has been signed off to teach any course within that discipline. An ad-hoc committee consisting of Nancy, Jean and Jessica will review how our policy currently stands, make possible revisions to make this policy more in line with existing regulations, and bring back to the Senate for discussion.

3. Academic Senate Goals and Objectives: refining and setting a timeline

The following Senate objective assignments of responsibility were made:

Recommitment to AB 1725

- Emergency Task Force (*Alan & Bob*)
- Senate/Union Relations (*Nancy, Leslie, John*)
 1. Reassigned Time
- Class Cancellations (*Jean & Mike*)
- Campus Cleanliness (*Nancy*)
- Marketing Resolution (*Nancy*)
- Institutional Requirements (*Leslie*)
- Faculty Evaluations (*Nancy*)

Flex/Faculty Development Issues

- Student Learning Outcomes (*John*)

Adjournment

Meeting adjourned at 1:35pm