

Mendocino College Academic Senate

AGENDA

October 24, 2019

12:30 - 1:50 pm

LLRC Room 4210

I. Call to Order

II. Approval of the Agenda

III. Approval of Minutes

A. September 12, 2019

B. September 26, 2019

C. October 10, 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

A. Open Educational Resources Initiative Report - *Information and Discussion*

(10 minutes)

Senator Cannon will provide an update on the OERI

B. Committee Vacancies

(5 minutes)

President Indermill will address part-time faculty representative vacancies on committees

VI. Old Business

A. Goal #6: Professional Development Committee Review (Review and update

Academic Senate's role and responsibilities associated with this committee / Senator

Leads: Indermill and Gehrman) - *Information*

(5 minutes)

President Indermill will provide a brief update on the status of this committee since the last senate meeting

VII. Standing Items

A. Accreditation: Institutional Self Evaluation Report (ISER) - *First Reading*

(20 minutes)

Accreditation Steering Committee Co-Chairs, President Indermill and Vice President of Academic Affairs Debra Polak, will review the Institutional Self Evaluation

(ISER) for consideration of acceptance

https://my.mendocino.edu/ts-accreditation/Documents/ISER%20Draft/ISER_Draft%2010-21-19.pdf

B. Guided Pathways - Information

(5 minutes)

President Indermill will provide an update on work related to Guided Pathways

C. AB 705 - Information

(5 minutes)

President Indermill will provide an update on work related to AB 705

VIII. Reports

A. Senator Reports

(10 minutes)

Senator Cannon will provide a report as information

B. Academic Senate President's Report

(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

Fall 2019 Future Meetings

November 7 ** / November 14 / December 5

(**Faculty Meetings)

Open Education Resource Initiative (OERI) Report
Senator Taylor Cannon

- OERI can be used as a flex opportunity at the college. The ASCCC OER Liaison can come out and do presentations on information or platforms options that can be used to create OERI materials for students on our campus.
- There are various funding opportunities to help create OERI materials at the college through the initiative. If you are interested, please email tcannon@mendocino.edu for more details. An email from ASCCC was forwarded to all faculty concerning this on October 20, 2019 that included the application packet and previously approved OER funded project. These attachments are included in this report.
- There is a new tiny URL for the OERI Canvas Website - tinyurl.com/ASCCC-OpenEd. This will take you directly to ASCCC website for communications and resources around open-source and zero-cost textbooks, assignments and activities. Any faculty or administrator can sign-up to receive notifications and updates from the OERI canvas site.
- Attached is a summary of the projects The ASCCC OERI funded at the end of the last academic year. All work will be peer-reviewed upon completion and prior to sharing. They anticipate making these resources available early in 2020.
- SB 1359 (Zero-Cost Textbooks designations) Implementation Survey Needs to be completed by October 25, 2019. This is in regard to use of Openstax and other textbooks that are no costs to the student. The survey is mainly to ask about how our institution is identifying and providing designations for courses that have zero-costs textbooks. The OERI Liaison is awaiting guidance from the academic senate president on the best ways to proceed before completing the survey by the deadline of Friday October 25, 2019.

Senator Report

Part Time Faculty, Taylor Cannon: Senator's Report for October 24th, 2019

1. OERI (Open Education Resources) Liaison – Resource for Materials from ASCCC:
 - a. OERI as a flex opportunity at the college. The ASCCC OER Liaison can come out and do presentations on information or platforms options that can be used to create OERI materials for students on our campus.
 - b. There are various funding opportunities to help create OERI materials at the college through the initiative. If you are interested, please email tcannon@mendocino.edu for more details. An email from ASCCC was forwarded to all faculty concerning this on October 20, 2019.
 - c. There is a new tiny URL for the OERI Canvas Website - tinyurl.com/ASCCC-OpenEd. This will take you directly to ASCCC website for communications and resources around open-source and zero-cost textbooks, assignments and activities.
 - d. Attached is a summary of the projects The ASCCC OERI funded at the end of the last academic year. All work will be peer-reviewed upon completion and prior to sharing. They anticipate making these resources available early in 2020.
 - e. SB 1359 (Zero-Cost Textbooks designations) Implementation Survey Needs to be completed by October 25, 2019. This is in regard to use of Openstax and other textbooks that are no costs to the student. The survey is mainly to ask about how our institution is identifying and providing designations for courses that have zero-costs textbooks.

2. Native American Heritage Celebration - Thursday November 14, 2019 from 4:00pm to 7:00pm:
 - The planning committee requested senate faculty to reach out to their constituents to see if any departments are interested in being involved in Native American Heritage Celebration. This could be to promote your department programs or some other involvement such as a live demonstration or activity.

3. I would like to request a future discussion item on an agenda about the possibility of having remote options for committee attendance using CCC Confer from Zoom or another free platform. This would allow for more part time faculty participation from our centers, without the need to commute to the Ukiah campus.

Academic Senate President's Report

At the October 9th **Board of Trustees** meeting an ad hoc committee was appointed to work on the timeline for hiring a new Superintendent/President. It will be chaired by Trustee President Pinoli and include Trustees Martinez, Tomkins and the three constituent presidents (me, Jeana Thompson and Judy Kanavle. Our first meeting is scheduled for October 22nd. After an interview held during the meeting, the board selected Noel O'Neill as a provisional board member representing Trustee-Area 1. The adopted 2019/20 budget is projected to have a 26.6% reserve. This does not include potential fluctuations in health benefit costs, future collective bargaining settlements or future staffing decisions (that are currently not accounted for).

The **Planning and Budgeting** (PBC) committee met October 7th. Staffing Committee rankings were reviewed with the "cost analysis" for each position. It is anticipated that PBC will make a recommendation to the Interim Superintendent/President for hiring soon. The 2019/20 budget and projections were reviewed (as noted above in BOT report). We are very close on the *50% Law* (50.02%), however there are multiple factors that can influence in the coming months. This will be monitored closely. Two classified staff replacements were approved: Accounting Specialist and Learning Center Assistant. In addition, the *2019/2020 District Priorities* were approved as follows:

- Support the Superintendent/President and College to retain focus on student success, resulting in:
 - Support the preparation for our upcoming accreditation visit while continuing the cycle of assessing student learning and comprehensive planning to sustain our continuous improvement process and improve institutional effectiveness.
 - Strengthening educational opportunities and sustaining enrollments for the Mendocino-Lake Community College District through collaborations with schools, business/industry, civic organizations, government, non-profits, Native American communities and other community groups while always considering the best use of our available resources.
 - Supporting equity-minded professional development opportunities, instructional and student service strategies and practices that facilitate student success.
 - Strengthening our inclusive, equitable, ethnically and ideologically diverse college culture to be more welcoming to all students and increase access and completion for all students, including underrepresented students and students of color.

Last year the **Education Action Planning** (EAP) committee addressed revisions to the *Educational Master Plan* (EMP). Because of the numerous other required projects, reports etc. due to the Chancellor's Office (e.g., *Vision for Success*, *Equity Plan*, *Guided Pathways Scale of Adoption*) revisions were not completed. At the September 25th meeting, the committee decided to write an "extension" to the current EMP and focus on updating the priorities of the plan. A draft *Educational Master Plan Extension for 2018 - 2020* was prepared by VPAA Polak and reviewed by the committee. A few minor suggestions were made and it will be presented at the next meeting for final approval. It was agreed to address this in 3 year increments (2019-2021). In addition, we discussed updating our Planning Priorities assigned areas to be addressed in the revised priorities. Suggestions included:

- Formalize Dual Enrollment and continue to explore CCAP options
- Identify specific needs of special populations – Veterans, Foster Youth, Native American (get from Equity Plan)
- Distance Education – planning priority in line with work started in OEI
- AB 705 – data gathering, review/revision of processes, development/implementation of support services
- Guided Pathways
- Equity Plan – specific priority addressing our work with Native American community
- Building on the success of Pomo Pathways model for other communities
- Exploring CTE pathways
- Cross discipline exposure, example Phoenix Project, climate scientists to theatre class

The **President's Policy Advisory Committee** (PPAC) will meet October 25th. The agenda includes the list of board policies and administrative procedures noted in the President's Report from October 10, 2019. These were sent to all faculty for input and I have fielded a few questions, but nothing that warrants not approving these. An additional 12 policies and/or procedures are on the agenda for discussion.

Senator Lisa Rosenstreich will preside over the next **Faculty Meeting** (November 7). The meeting will be held in Room 3040 and will feature the Automotive Technology Program. Nicole Marin, Director of Human Resources, and Dave Johnston, Director of Information Technology, have been invited for faculty to welcome them in their new positions.

Respectfully Submitted,
Catherine Indermill
