

**MINUTES**  
**Mendocino College Academic Senate**  
**Thursday, September 28, 2017**  
**12:30pm- 2:00p.m., MacMillan 1220**

- Call to order* Edington called the meeting to order at 12:32 pm
- Present* Doug Browe, Taylor Cannon, Rachel Donham, Jason Edington, Rodney Grisanti, Rhea Hollis, Martha Klimst-Zingo, Conan McKay
- Absent* Catherine Indermill, Maria Cetto
- Guests* Ginny Buccelli, Ulises Velasco
- Recorder* Janice Timm
- Agenda Approval* **M/S/C (Browe/McKay/ Unanimous) to approve the agenda as amended.**
- Strike #6 in Action items/Old Business as there are no committee appointments at this time.
- Minutes Approval* **M/S/C (Browe/Donham/Unanimous) to approve the minutes from September 14, 2017, as submitted.**
- Discussion-Comment: Minutes are more concise than in the past.
- Public Comment* **Vice- President Student Services Ulises Velasco:**
- *Update on the Strategic Plan:* The administration has contracted with Blur Point Planning services from Oakland as the facilitator. A tentative date of October 19-20 has been set for an on-campus visit to meet with the various constituencies.
  - *Integrated planning meeting* on Wednesday, September 27. Discussion of the Student Equity Plan. It will next go to the Foundation Skills Committee and SSSP for review.
    - Soon the Administration will work with the Senate on creating a new group to further the Integrated Planning.
  - During Helen Benjamin's (representative from CCLC who co-presented 'Collegiality in Action' with ASCCC President Julie Bruno) visit (September 21-22), she worked with the administrative staff and managers on goals, techniques, and communication.
  - *Update on Pomo Pathway: (Attachment 1 – Pomo Pathway brochure)* The program will begin Spring Semester 2018. Initially there will be 25-30 students receiving instruction in English & Math at the education center at Coyote Valley. It was determined that the education center at Coyote Valley would initially be a comfortable and welcoming place to their students and that (right now) the goal is to prepare students for English and Math. All services (including counseling) will be at the Education Center. Other classes (including STEM classes) will be offered here on campus.
  - *Event: "More than a Word" (Attachment 2)* October 10, 2017, 1:30pm in the Little Theatre. Free film screening and discussion about Native American cultural appropriation (some derogatory) such as team names. This film is specifically about the Washington R\*dskins.

- *President Reyes* sends his apologies for being unable to attend today's Senate meeting, and his thanks to the faculty for the excellent attendance and participation at the Technical Visit "Collegiality in Action" on September 22.

*Reports*

**Presidents Report:** Edington provided a written report (**Attachment 3**), with the following comments and addenda:

- Edington errantly made an appointment of a PT faculty member to the staffing committee – however, there wasn't a vacancy on the committee, so there was email communication regarding both the appointment and the "un-appointment" of said person.

Comments/Questions from Senators

- MLACE (Mendocino Lake Adult Career Education (p 2 of President's Report):
  - correct "Continuing" to "Career" – Mendocino Lake Adult Career Education
  - regarding the Curriculum to Career Summit on October 6: Will faculty from the "trades" be there?
    - Edington stated that the attendance roster for the October 6 summit is not known at this time.

**Senators' Report:** *No written reports were submitted.*

**Taylor Cannon's Verbal Report**

- For the next meeting, **Cannon** will put forth an agenda item regarding Part-Time Faculty committee appointments.
- Can PT faculty sit in on hiring committees? Are they precluded from doing so? Required to do so? Check with Debra Polak on this topic.

**Committee Reports:** *None*

*Old Business/Action Items*

*Action Item*

**1. Replacing Part-Time Senator – Election or Appointment**

**M/S/C (Donham/McKay/Unanimous) to appoint a PT Senator for the remainder of the term (through the end of the 2017-2018 Academic year).**

- Edington stated that the constitution states that if the unfinished term is less than one year, the Senate can decide whether to appoint someone to finish out the term or to hold an election.
- Discussion: Edington has publicized throughout the year that this term is open. The MPFA has recommended Martha Klimst-Zingo.
- It was confirmed that the 75% attendance rule for senators will begin with the date of the person's appointment. (In other words, missed meetings because a person has not yet been appointed or elected will not be counted in the total attendance for this person.)

*Action Item*

**2. (Select Election Date or) Appoint Part-Time Senator**

**M/S/C (Browe/Cannon/Unanimous)**

**Appoint Martha Klimst-Zingo as PT Senator to finish the term for the 2017-2018 academic year as per previous discussion and recommendation of the MPFA.**

*Action Item*

**3. Resolution F17-01 "We are Still In" – 2<sup>nd</sup> Reading**

### **M/S/C (Browe/Grisanti/ Unanimous) to adopt this resolution**

- Donham read the resolution into the record (attachment 4)
  - As of today (the 2nd reading) there are 77 faculty members who have signed their support for the resolution.
- Edington thanked Rachel for taking on this important matter and answered questions about the next steps
  - The resolution will now be taken to the VPAA and the President of the college to move on to the next step.
  - ...and while the resolution “urges” the Board of Trustees to possibly sign on, it’s not necessarily part of this process.

### **4. SMART goals (Attachment 5) – presented by Edington**

- Edington stated that at the meeting of September 14, we adopted five (5) SMART goals.
- Edington also stated that other goals were discussed at the summer Senate meeting of August 17 and questioned if anyone started to work on the following? (Items below are copied from the Senate Minutes of August 15, 2017.)
  - **1) Investigate hiring policies, practices, and training for hiring committees, including the role of the faculty co-chair on hiring committees.** It was suggested this goal reference the Board Policy and Administrative Procedure related to hiring as that is what we are actually addressing.  
**--Indermill with Donham & Hollis.**  
*Comment from 9/28 – Donham* stated that there have been concerns and critiques about the inconsistencies in hiring committees
  - **2) Review state-of-the –college with regard to SLOs. PSLOs & ISLOs.** It was noted that there is still considerable amount of work that needs to be completed related to Learning Outcomes and the Academic Senate need to “keep on top of” this work to ensure it is completed. This is ongoing work of the Academic Senate. It was suggested that the 2016-2017 Goal be re-written address how SLO’s affect faculty evaluations and Accreditation. It was noted that this “ongoing matter” is unclear and vague. It was suggested that a senator work with Dan Jenkins (SLOT Chair) and MCFT to define what it is, what needs to be done and what the role of the Academic Senate actually is. Then bring it back to the Academic Senate for discussion and considerations of next steps, if appropriate. Further questions were raised about if this “ongoing matter” is actually a goal, part of the Bylaws, a report from SLOT.  
**--McKay with Cannon.**
  - **3) Review Equivalency Procedures.** It was agreed this should be written into a 2017-2018 Goal and noted it should be referenced as the Board Policy and Administrative Procedure.  
**--Indermill with Edington and Hollis.**
- These (3) additional goals will be an agenda item at the next meeting in order to discuss and/or adopt.

## **recommendations and discussion**

### **M/S/C (Donham/Browe/ Unanimous) Approve and appoint Jason Edington & Ginny Buccelli to the hiring committee for the Vice President of Academic Affairs.**

#### Discussion:

- Three have volunteered: Edington, McKay, & Ginny Buccelli
- Browe spoke for Edington/McKay because they both have experience at the state level
- Donham expressed concern for balance across the disciplines – and stated that all three are highly qualified to serve on this committee
- Grisanti: Is the chair of the committee a voting member? No – the chair is the facilitator.
- Browe requested that each candidate briefly express what they can bring.
  - Edington: The Senate President works constantly and closely with this person, co-chairing EAP, planning the in-service days, etc.
  - McKay: involved at the state level with CTE, and can bring in a wide perspective because of state level experience.
  - Buccelli: would represent the faculty at-large and would be a voice for current faculty on this committee
- It was decided that the senate president (Edington) be one of the 2 faculty members on this committee. Therefore the decision was between McKay & Buccelli.
- The two candidates stepped out of the room for the discussion to decide between them.
- Buccelli was the choice – and it was stated that BOTH candidates bring good perspective.

#### Discussion Items/New Business

##### **1. Basic Skills Initiative Report (Attachment 6)** *(if no handout in #5 above)*

- One-page report of expenditures for Basic Skills presented by Ginny Buccelli. She stated that reporting for funding streams has changed this year and now there is no “narrative” report.
- Report is the general categories and how much was spent in each category
- Buccelli answered questions about how the categories were determined (the state tells us and what was included (for instance PT hours to support ESL)
- most of the money is spent on salaries to provide services to students
- Administration makes most of the spending decisions with input from the committee
- This report will come back as an agenda item at our next meeting for Edington’s signature.

##### **2. Technical Visit Discussion**

- Discussion of ideas, questions, or concerns from the Technical Visit on 9/22 “Collegiality in Action” on campus
- Senators present at the visit/meeting were Browe, Cannon, Hollis, Edington, Cetto, and Donham
- General comments from the senators are as follows:
  - Brilliant presentation. Encouraging – things are changing – there’s a path to make our voices heard
  - Both perspectives (classified/faculty) were represented.

- It would be useful to have more co-mingling and integration between classified and faculty in the seating and the “mixing” and the perspective of the Pres. Reyes standing in the back for most of it seem hierarchical.
- One senator stated that they couldn’t attend because of the CTE training that had been scheduled 9 months earlier. Further, the admin and President really need to look at the “big picture” as to when events like this are scheduled.
- Another comment was “...really enjoyed it, but would have liked more information before attending – was confused about what was happening and who the presenters were.”
- Is there a way to provide compensation (other than FLEX) for meetings like this? Most PT faculty have other jobs, etc.
- A part time faculty stated that they turned down a substitute teacher job that day – so it actually cost him money in order to attend.
- Edington: This was a good start for a “1<sup>st</sup> Level” technical visit from CCLC and ASCCC – and for going deeper (a “2<sup>nd</sup> level” visit), he would prefer to see something like this scheduled as part of an in-service day

### *Open Forum*

**Tascha Whetzel** brought the curriculum committee annual certification - Signing of this item will be on the October 12 agenda

- A certification page needs to be signed – stating awareness of Title V, etc.
- This process of certification includes adding the signatures of the College President and the Senate President

*By signing we are stating the following:*

***1- For-credit courses are submitted to the COCI according to PCAH***

***2- Hours/units are in compliance with CCCCCO***

***3- Outlines of record have been approved by the board***

***4- There are opportunities for training are provided for college personnel on nos. 1-3***

***5- We follow local policy regs and procedures as outlined in the handbook***

- Every year 1-5 is the process and if we do this and sign by the deadline (October 16 this year) then we are a part of an automated system of approval of credit and transfer courses
- If we don’t get it signed, then we will be subject for manual approval – which takes much longer. It reduces the queue at the chancellor’s office and the wait-times for course approval.
- These 5 steps are actually progress towards more local control.
- McKay – would like to see more on #5.

### **Other Open Forum Comments**

- Culinary Dept continues to excel – spend your lunch money there!
- Is there interest in having lunch delivered (from the Culinary Dept) for senate meetings? They will deliver – or Doug Browe can pick it all up for us.

NEXT ACADEMIC SENATE MEETING: October 12

*Meeting Adjourned* 1:55 pm

Respectfully submitted,  
Janice Timm, Recorder



## What is Pomo Pathway?

Pomo Pathway is a three semester sequence of classes offered by Mendocino College at the Coyote Valley Education Center. This pathway takes students from pre-college level through college-level Math and English and prepares them to pursue a degree.

## Schedule of Events

**September 19th**

Program Introduction at  
United Pomo Nations Council Meeting

**September 26th**

Tribal Leaders' Commitment Meeting  
Coyote Valley 12:00 PM

**October 10th**

Pomo Pathway Student Orientation  
Coyote Valley Community Center  
9:30 AM - 12:30 PM

*For more information about the  
Pomo Pathway Program:*

*Temashio Anderson, Education Director*  
[educationdirector@coyotevalley-nsn.gov](mailto:educationdirector@coyotevalley-nsn.gov)  
707.485.8723

*Ulises Velasco, VP of Student Services*  
[uvelasco@mendocino.edu](mailto:uvelasco@mendocino.edu)  
707.467.1037



## COYOTE VALLEY EDUCATION CENTER

455 COYOTE VALLEY BLVD.  
REDWOOD VALLEY, CA 95470  
707.485.8723  
COYOTEVALLEYTRIBE.ORG

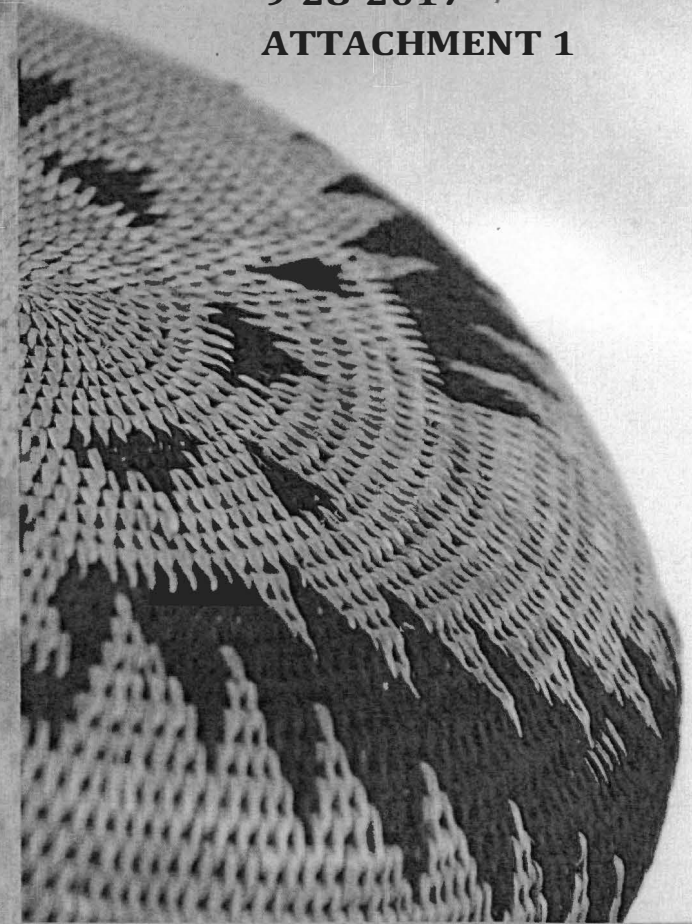
*Mendocino College's mission and strong commitment to sustaining an equity-minded learning institution affirms the establishment of the Pomo Pathway. This innovative program of uniquely tailored instruction and services has been developed inclusively and collaboratively with and for our Native American communities. The Pomo Pathway program furthers our pledge to serve our diverse and historically underrepresented communities by enhancing their educational opportunities and fostering academic success.*

## MENDOCINO COLLEGE

1000 HENSLEY CREEK ROAD  
UKIAH, CA 95482  
707.468.3000  
MENDOCINO.EDU

**MENDOCINO COLLEGE**  
**POMO PATHWAY**  
at the  
**Coyote Valley Education Center**

**9-28-2017**  
**ATTACHMENT 1**



**mendocino.edu**

## Class Schedule

The Pathway meets Tuesdays thru Thursdays  
from 9:00 AM to 12:30 PM at Coyote Valley  
Education Center.

**SPRING: January 23 - May 24, 2018**

TUESDAY / THURSDAY:

9:00-11:20 MTH 46 Pre-College Mathematics  
11:30-12:20 ENG 85 Accel Prep for College Writing

WEDNESDAY:

9:00-10:50 ENG 85 Accel Prep for College Writing  
11:00-12:20 ENG Lab



**SUMMER: June 11 - August 2, 2018**

TUESDAY, WEDNESDAY, THURSDAY:

9:00-12:20 MTH 51 Algebra & Logic for Statistics

**FALL: (dates to be announced)**

TUESDAY / THURSDAY:

9:00-11:00 MTH 220 Statistics  
11:00-12:20 ENG 200 Reading & Composition

WEDNESDAY:

9:00-12:00 CCS 101 Career & Life Planning

## Pomo Pathway

**SPRING 2018**

**ENG 85**

Accelerated Preparation  
for College Writing

**MTH 46**

Pre-College  
Mathematics

**SUMMER 2018**

**MTH 51**

Algebra and Logic  
for Statistics

**FALL 2018**

**ENG 200**

Reading and  
Composition

**MTH 220**

Statistics

**AA DEGREE  
PROGRAMS**

## How Are We Going to Support You?

*Our commitment to you:*

- Free childcare (a meal for children included)
- Free breakfast
- Free textbooks
- Free calculators
- Free backpack
- Free school supplies
- Free tutoring
- Free academic & mental health counseling

Funded for 2018 through the collaboration of  
Mendocino College and Coyote Valley Tribe.

## POMO PATHWAY DEGREES

Pomo Pathway prepares students for  
a variety of degrees, including:

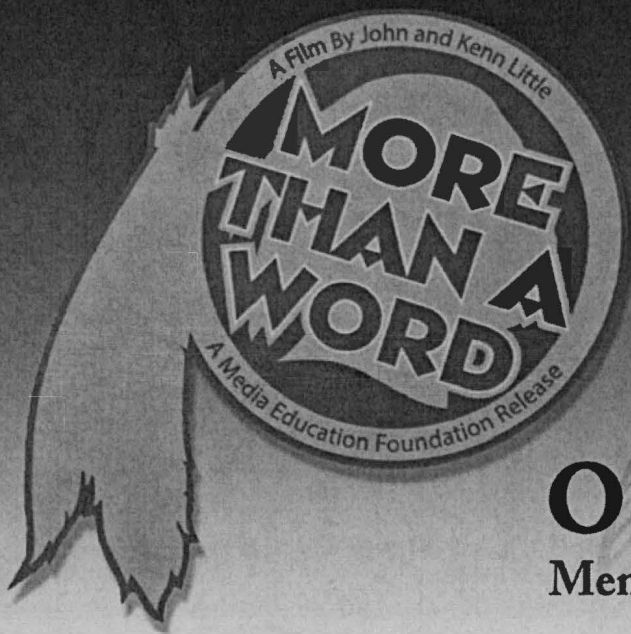
### Associate Degrees

- Administration of Justice
- Agriculture – Horticulture
- Alcohol and Other Drug Studies
- Art
  - Ceramics
  - Painting
  - Printmaking
  - Textiles
- Automotive Technology
- Business
  - Accounting
  - Business Management
  - Real Estate
- Business Office Technology – Admin. Assistant
- Child Development/Family Relations
- Computer Science
  - Computer Applications and Office Admin.
  - Information Communications Technologies
- Ethnic Studies
- Fire Science
- Health
- Human Services Paraprofessional
- Liberal Arts and Sciences with an emphasis in:
  - Education
  - Native American Studies
  - Social Science
- Music
  - Instrumental
  - Recording Arts and Technology
  - Vocal
- Psychology
- Spanish
  - Spanish for Native Speakers
  - Spanish for Non-Native Speakers
- Theatre Arts
  - Dance
  - Theatre

### Associate Degrees for Transfer

- Administration of Justice
- Art History
- Communication Studies
- Early Childhood Education
- Elementary Teacher Education
- English
- Geography
- History
- Music
- Political Science
- Psychology
- Sociology
- Spanish
- Studio Arts
- Theatre Arts





PLEASE JOIN US  
FOR A FREE  
FILM SCREENING  
& DISCUSSION

**OCTOBER 10, 2017**

Mendocino College Little Theatre - 1:30 PM

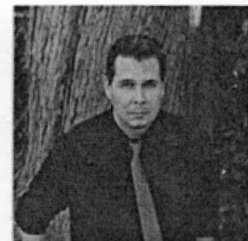
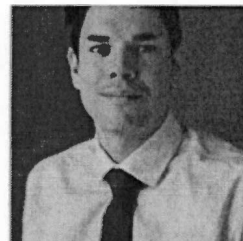
# MORE THAN A WORD

**More than mascots. More than stereotypes.**

*More Than A Word* analyzes the Washington football team and their use of the derogatory term R\*dskins. Using interviews from both those in favor of changing the name and those against, *More Than A Word* presents a deeper analysis of the many issues surrounding the Washington team name. The documentary also examines the history of Native American cultural appropriation. Created in partnership with Media Education Foundation.

***Meet the filmmakers  
after the film!***

**Filmmakers: John and Kenn Little,  
Founders of Black Tongue Dakota Media**



Filmmaker John Little is enrolled in the Standing Rock Sioux Tribe. He was born and raised in Denver, Colorado and South Dakota. He graduated with his BA from South Dakota State and MA in history from the University of South Dakota. His goals are to write Indigenous people into the historical narrative and help Native students into higher education. His main focus is on Native American veterans, music, cultural appropriation, and mascots. He is currently a PhD student at the University of Minnesota.

Filmmaker Kenn Little is enrolled in the Standing Rock Sioux Tribe. He was born and raised in Denver, CO and currently lives in Kansas City, MO. He received his BA in Graphic Design and New Media from Full Sail University in 2013. He is a multifaceted artist, writer, videographer and musician and often combines those abilities on his projects.

**MENDOCINO COLLEGE**

## PRESIDENT'S REPORT - September 28, 2017

Respectfully submitted by Jason Edington, Academic Senate President

### 1. Appointment of Hiring Committee Members

The following appointments were made:

- DSPS Counselor: Cintya DaCruz, Vivian Varela, Tascha Whetzel
- Director of Financial Aid: Cintya DaCruz

### 2. Technical Visit – 9-22-17

On Friday, there was a presentation given jointly by Dr. Helen Benjamin, representing the CCLC, and Julie Bruno, ASCCC President. About half of the full-time faculty were in attendance. I am aware that many of the faculty that were not in attendance had other obligations already, and many made it known to me that they wished that the presentation could have been at a regular inservice, or that the date would have been announced sooner so that they could have planned to attend prior to other obligations arising. Eight of our full-time faculty were unable to attend due to a CTE sponsored training that had been planned 9 months earlier. However, the good news is that those that did attend seemed to be engaged.

The presentation was titled Collegiality in Action. There were many good points raised and good questions asked and answered. This is the first step of a possible 3-4 step process that is offered as a service from the ASCCC and CCLC. On the agenda for the senate meeting is a time to discuss the presentation, and likely there will be discussion at the next faculty meeting as well.

### 3. Professional Development Committee Meeting – 9-19-17

I have asked that the committee meet bi-weekly – at least until we have made sufficient progress. The committee will meet at least 2 more times in the next month. We discussed our goals for the year which includes outlining our timeline for how monies will be spent on PD, the possible creation of a PD Calendar, looking at how much to spend for in-house training vs. travel, the development of a portal or Canvas site for the development of modules and the housing of resources for PD, looking at the budget for the last three years, and considering the policy on International Travel. These are in addition to the actual work of considering Professional Development requests and trying to prioritize the funding of these requests.

Currently, the Professional Development Committee has \$15,000 for PD, which is evenly split between Faculty, Classified, and Management (per contracts). The idea was brought up to have each group have the responsibility of how the funds would be used for their group. It was further pointed out that if these decisions are going to be made by the groups themselves, that

- 1) the groups representative body should be making the decision (Academic Senate, Classified Senate, M/S/C)
- 2) the Professional Development Committee should have oversight to look for commonalities among the requests and try to be efficient in the use of its funds

- 3) the Professional Development Committee should have oversight also to encourage (require) some sort of report or presentation, or some other sort of deliverable, and perhaps find a way to help store/share this information

4. **Bi-monthly meeting with VPAA, Deans, Directors, Academic Senate**

Interim VPAA Polak reinstated a regular meeting with the Senate, Deans, and Directors that has not met regularly since Spring 2016. These meetings are a great way to get the word out on what's happening around the district. I shared about the Senate's goals (so far) for the year, as well as the work being done on the Professional Development Committee, the Technical Visit on 9/22, as well as our finally having someone to help keep us on track with all the paperwork (again, thank you Janice)!

Mendocino Lake Adult Continuing Education (MLACE) is holding a curriculum to career summit on 10/6 (which I am attending). The emphasis will be on workforce connection mapping to where the jobs are. There will be a focus on jobs in business, healthcare, and construction trades, and there will be *employers* from each of these fields at the meeting to be part of the discussion. We will be able to ask questions such as

- What will the training for these jobs look like?
- What have been the barriers in the past?

Another program that was brought up was 'Career Paths for Inmates'. Rhea Hollis will be spending a few hours a week working with inmates to help them plan to return to college or acquire certificates (for instance, inmates can hear Workplace Experience units for jobs they work while incarcerated).

The Lake Center is hosting My Future My Way – a career and college exploration on 10-14. Also, Janice would like you to contact her if you would be interested in being in the booth for the Pear Festival on 9-30 in Kelseyville. She also suggested to all that they come and check out the festival as it is really a great event!

Dennis Aselyne discussed the "21<sup>st</sup> Century Employable Skills Training" occurring on 9/21 and 9/22. There will be 40 attendees, 25 of which are from MC. This is a 'trainer of trainers' program that includes training on 10 of 21 modules which highlight employable 'soft-skills'. This came from a grant that was very competitive, and Dennis set this up some 9 months ago. It is unfortunate that this outstanding training will pull some of our employees away from the Technical Visit on 9/22.

Rebecca discussed the Learning Center and talked about the work that Janet is doing in there – "warming up" the space by creating a resource area for students and tutors. She also mentioned that MESA and The Learning Center are working together on their tutor training.

Debra Polak discussed enrollments, stating that while enrollments are down district-wide, they are actually up on the coast.

On Thursday, 9/21, management will be working with Dr. Helen Benjamin, one of the representatives coming on 9/22 for the technical visit. (Dr. Benjamin co-authored a book titled

“Harvest from the Vineyard – Lessons Learned from the Vineyard Symposiums” – a book on leadership, specifically California Community College leadership.)

This year the Enrollment Management Plan is due to be rewritten.

Instructional Block Grants have been severely reduced by the state, and then reduced again, which means that this year there is not as much for equipment requests. However, due to the last couple of years of funding, the list has gotten shorter!

The college is working with Coyote Valley to implement a pathway for students to start at their facilities and take their Math and English classes on site. Beginning this Spring, we will offer MTH 46 and ENG 85. In the summer we'll offer MTH 51. Then, in Fall 2018, we'll offer MTH 220 and ENG 200.

## Designation of Mendocino College as a member of the “We Are Still In” Movement

*Contact: Rachel Donham, Sue Blundell, Steve Cardimona, Vivian Varela, Deborah White, Roger Ahders, Roger Hock, Bart Rawlinson, Ginny Buccelli, Julie Finnegan, Jody Gehrman, Casey Terrill, Euline P. Olinger, Chris Ineich, Jason Edington, Doug Browe, Brianna Zuber, Chantal Cimmiyotti, Helen Falandes, Maria Cetto, Tanja Ramming, Kurt Combs, Sarah Walsh, Nicholas Petti, Daniel Jenkins, Rodney Grisanti, Lisa Rosenstreich, Tanya Smart, Michael Grady, Jennifer Price, Conan McKay, Thais Mazur, Dave Sammel, Alvin Lau, Phillip Warf, Emily Hashemian, Jason Davis, Rhea Hollis, Nina Burokas, Daniela Azuela, Lucille Bayer, Leslie Banta, Kris Tyner, Taylor Cannon, Greg Hicks, Martha Klimist-Zingo, Arthur Beeken, Janice Timm, Susana Ramirez Fuentes, Fran Laughton, Riba Taylor, Reid Edelman, Victoria Patterson, Shirley Johnson-Foell, Brad Krammer, Molly Dwyer, Catherine Indermill, Kathryn Renderman, Mel O'Meara, Steve Crossman, Marybeth Arago, Victoria Schmidt, Marcus A. Frederickson, Jim Xerogeanes, Jennifer Riddell, Doug Boswell, Jessica Crofoot, Rebel Rickansrud-Young, Victoria Schmidt, Christine Boyd, Machiko Shimada, Robert Parmenter, Skip Beale, David Pai, Ken Rich, Ed Schuman, Melissa Timmen*

**First Reading:** September 14, 2017

**Second Reading:** September 28, 2017

**Academic Senate Action:** M/S/C (Browe/Grisanti/Unanimous) to adopt the resolution and urge the administration to move on to the next part of the process.

Whereas, the Mendocino College Faculty are committed to adopting climate action to meet the Paris Climate Agreement standards;

Whereas, the Mendocino College Faculty are committed to remain actively involved in efforts to keep global warming well below 2°C;

Whereas, Mendocino College Faculty support adopting actions to reduce carbon emissions and transition to a clean energy economy that benefits all;

Whereas, Mendocino College is a community leader in environmental protection, as evidenced in our Sustainable Technology Program, Solar Field and upcoming Electric Car Charging Stations;

Whereas, the Faculty recognize that fighting climate change provides major public health and economic benefits;

Whereas, the Faculty value the importance of promoting scientific education to protect, preserve and better our environment;

Whereas, the Faculty support and applaud the administration for their support of this petition;

THEREFORE, BE IT RESOLVED that the faculty of Mendocino College urge the Board of Trustees to sign the “We Are Still In” movement, thereby making Mendocino College a member and

THEREFORE, BE IT RESOLVED that the faculty of Mendocino College urge Administration to submit the petition to the “We Are Still In” movement, and complete the annual goals and progress reports in an ongoing manner.

## Senate Goal #1: Review committees with faculty membership for efficiency and efficacy, and possibly recommend changes to committee structure, including number of faculty on each committee and/or creating-reorganizing-consolidating-disbanding committees, by March 2018

### Specific

The Academic Senate will create an ad hoc committee to evaluate the effectiveness of the current committee structure in an effort to improve efficacy and efficiency. Possible outcomes of this evaluation include committee reorganization, consolidation, creation, disbandment, or request for more committee members.

### Measurable

The ad hoc committee will know its goal is accomplished when every committee has been considered and mapped out to show how decisions are made and a committee handbook (?include all committees, or just committees with faculty, or committee w/ faculty and that these committees report to?) has been completed after any consolidation or reorganization of committees has been accomplished.

### Attainable

This goal will be attained by the ad hoc committee communicating at least twice a month, once via meeting, and another via mid-meeting emails.

### Relevant

The relevance of this goal is that it will allow the faculty to be more efficient in its effort to stay involved in participatory governance.

### Timely

The ad hoc committee will present a report to the Senate by November. Any committee reorganization or consolidation will be presented and approved by the end of March so that they can be implemented beginning Fall 2018.

### Measurable and Attainable Steps towards Goal:

- Step 1: Create an Ad Hoc Committee and hold first meeting
  - Deadline = By end of September
- Step 2: Create a basic Committee Handbook
  - Deadline = October 15
- Step 3: Map out reporting structure (Perhaps hold a meeting with all committee chairs?)
  - Deadline = November 1
- Step 4: Look for places where there is overlap of duties, or not enough focus, and create recommended changes
  - Deadline = November 17
- Step 5: Present report to Academic Senate
  - Deadline = November 30

## Resources Available for Goal

Ad hoc Committee: Faculty (Jason, Conan, Rachel), Admin (Rebecca, Dennis, Debra, Minerva), Classified? **Committee chairs?**

- Obstacles
  - Availability to schedule all committee chairs
  - Faculty/administrative differences of opinion on changes/no changes
  - If we need more faculty involvement, this could be difficult to actualize
- Actions to Overcome Obstacles
  - Hold several smaller meetings with related committee chairs
  - Clarify and update all committee descriptions
  - ??????

Senate Goal #2: Investigate and recommend actions with regard to administrative workload of the faculty.

*Comment from Browe: I need more input to better understand what aspect of our workload is being addressed in our “administrative workload”.*



### Senate Goal #3: Investigate and Recommend Open Educational Resources

By the end of April 2018 (in time for faculty to adopt textbooks for Fall 2018) Conan McKay and Rodney Grisanti will develop a possible discipline and/or classes list of specific textbooks and any ancillary items for specific disciplinary faculty to review for possible adoption for Open Educational Resources (OER) and/or Low Cost textbooks for our students.

## Senate Goal #4: Investigate and possibly implement a process for electronic voting for Senate

### Specific

Need online voting that is customizable enough to fulfill our needs.

### Measurable

Do not need to track it, just use it.

### Attainable

Register and pay the service fee and use.

### Relevant

Fills the bill.

### Timely

Right now!

## Senate Goal #5: Review and suggest updates to the Constitution and Bylaws in time for the next Senate Election

### Specific

The Academic Senate will create an ad hoc committee to review the current Constitution and Bylaws and make suggested revisions which will be voted on by the Faculty (Constitution) or Senate (Bylaws) in time for the next senate election in April 2017.

### Measurable

The ad hoc committee will know its goal is accomplished when the Senate has voted on the bylaw revisions (if any revisions are necessary) and the Faculty has voted on the constitutional revisions (if any revisions are necessary). If no revisions are necessary in either or both of these documents, the committee will know its goal is accomplished when they present to the Senate a written report on the work completed by the committee.

### Attainable

This goal will be attained by the ad hoc committee communicating at least twice a month, once via meeting, and another via mid-meeting emails.

### Relevant

The relevance of this goal is that organizational documents should be reviewed for currency as well as effectiveness. Review is something that should be performed on a regular basis.

### Timely

The ad hoc committee will report monthly to the Senate, beginning in October, in order to keep the senate informed of its work. By the second meeting of the spring semester the committee will report any suggested changes to the documents for a first reading. The committee will then hear feedback during the time of the next two meetings and prepare a final report to the Senate by the 4<sup>th</sup> meeting of the spring semester, with the intention of the Bylaws being voted on at that meeting, and the Constitution being approved by the senate to be placed on the April ballot.

### Measurable and Attainable Steps towards Goal:

- Step 1: Create an Ad Hoc Committee and hold first meeting
  - Deadline = By end of September
- Step 2: Create a monthly report to the senate
  - Beginning October
- Step 3: Call for feedback on the Constitution and Bylaws from faculty
  - Discuss at October faculty meeting -- Request feedback by November faculty meeting
- Step 4: Prepare a final report during December and January
  - Deadline = January 31
- Step 5: Present final report to Academic Senate
  - Deadline = Fourth meeting of Senate in spring

### Resources Available for Goal

Ad hoc Committee: Faculty (Jason, Catherine), should also ask for a non-senate volunteer from the faculty. Question: should we ask for any other constituent group representation?

- Obstacles -- Time
- Actions to Overcome Obstacles -- Follow the plan!



## 2015-16 BASIC SKILLS INITIATIVE ALLOCATION EXPENDITURE REPORT

STATE OF CALIFORNIA

ELOY ORTIZ OAKLEY, CHANCELLOR

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

**Certification:**

By signing and submitting this certification form to the Chancellor's Office, we, the undersigned, hereby certify that the data reported in the 2015-16 Basic Skills Initiative expenditure report are true and accurate.

Mendocino College  
College

Mendocino-Lake Community College District  
District

\_\_\_\_\_  
Signature, Chief Executive Officer

J. Arturo Reyes  
Printed Name

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Signature, Academic Senate President

Jason Edington  
Printed Name

\_\_\_\_\_  
Date signed

\_\_\_\_\_  
Signature, Chief Business Officer

Eileen Cichocki  
Printed Name

\_\_\_\_\_  
Date signed

*Due Date: October 16, 2017 (see submittal guidelines on "Instructions" tab)*

# BASIC SKILLS INITIATIVE ALLOCATION EXPENDITURE REPORT, 2015-16

Report Due Date: October 16, 2017 (see CCCCO submittal guidelines on "Instructions" tab)

<i>Mendocino Lake Community College</i>	
<i>Mendocino College</i>	
<b>2015-16 BSI Allocation</b>	<b>\$90,000</b>

**Actual Expenditures**

Please report **actual** 2015-16 Basic Skills Initiative allocation expenditures by expense category, as defined on worksheet tab "2 - Category Definitions"

FY 2015-16 BSI Expenditures July 01, 2015 to June 30, 2017	
Category A - Program, Curriculum Planning, and Development	\$22,909
Category B - Students Assessment	\$25,668
Category C - Advisement and Counseling Services	\$2,963
Category D - Supplemental Instruction and Tutoring	\$13,997
Category E - Course Articulation/Alignment of the Curriculum	\$3,174
Category F - Instructional Materials and Equipment	\$3,279
Category G1 - Coordination	\$14,000
Category G2 - Research	\$0
Category G3 - Professional Development	\$4,010
	<b>\$90,000</b>
	<b>0.0%</b>

<== Total 2015-16 Expenditures (Calculated Automatically)

<== Percent Not Yet Expended (Calculated Automatically)

# California Community Colleges Chancellor's Office



## Annual Credit Course Certification

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By signing this form, the Chief Executive Officer, Chief Instruction Officer, Academic Senate President, and Curriculum Chair acknowledges and certifies that:

- credit courses that are submitted to the Chancellor's Office Curriculum Inventory (COCI) system are accurate in accordance with the current CCCCCO Program and Course Approval Handbook (PCAH);
- course hours and units are correct in accordance with CCCCCO Course Calculations;
- the college/district course outline of record has been approved by the District Governing Board;
- opportunities for training are provided for college personnel regarding curriculum rules and regulations to ensure compliance ((CCR, §55002(a) & (b)); and
- the college has developed local policy, regulations, or procedures specifying the accepted relationship between contact hours, outside-of-class hours, and credit for calculating credit hours to ensure consistency in awarding units of credit.

This certification applies to the following credit courses:

1. New proposals for new and existing approved credit programs
2. Substantial change proposals
3. Stand-alone proposals
4. Nonsubstantial change proposals

Please note the Chancellor's Office will conduct periodic reviews of these proposals to monitor data integrity.

Email a PDF of this form to: [curriculum@ccccco.edu](mailto:curriculum@ccccco.edu)

OR

Mail the original form to: California Community Colleges Chancellor's Office  
Attn: Academic Affairs Division  
1102 Q Street, Suite 4550  
Sacramento, CA 95811