

Mendocino College Academic Senate
MEETING MINUTES
March 31, 2022
Via Zoom

I. Call to Order

President Indermill called the meeting to order at 12:31pm.

Present: Greg Allen, Lucy Bayer (12:35), Jaime Cechin, Pamela Heston-Bechtol, Laura Mays, John Rall (12:30-12:57), Nick Wright (12:35), Brianna Zuber

Absent: None

Others: Neeka Aguirre (12:36), Ginny Buccelli, Toni Fort

II. Native American Land Acknowledgement

Senator Cechin read the Academic Senate's Native American Land Acknowledgment into the record:

The Mendocino College Academic Senate collectively acknowledges that the Mendocino-Lake Community College District occupies the ancestral, traditional, and contemporary Lands of the local First Nations: Cahto, Concow, Pit River, Nomlaki, Pomo, Sinkyone, Wailacki, and Yuki. We recognize, support, and advocate for their sovereignty.

We acknowledge all Indigenous Peoples who have called Lake and Mendocino Counties their home for thousands of years, and their efforts to revive and cultivate their cultures, languages, and identities despite the atrocities committed against them. The Mendocino College Academic Senate is committed to ending these struggles and racist experiences within the district.

We recognize, honor, and respect these nations as the traditional stewards of the lands and water on which the District is now present. Lastly, we thank them for their strength, perseverance and resilience.

By offering this Land Acknowledgement, we affirm Indigenous sovereignty and will work to hold Mendocino College Academic Senate more accountable to the educational needs of local First Nations and Indigenous Peoples.

III. Approval of the Agenda

M/S/C (Zuber/Cechin) to approve the agenda, suspending the order with Item VIII.C to follow Item IV and removing Item V.C:

Yeas: Allen, Bayer, Cechin, Heston-Bechtol, Mays, Rall, Wright, Zuber; *Nays:* None,

Absent: None.

IV. Public Comment

None

V. Approval of Minutes

A. Regular Meeting February 24, 2022

M/S/C (Heston-Bechtol/Zuber) to approve the minutes as presented

Yeas: Allen, Bayer, Cechin, Heston-Bechtol, Mays, Rall, Wright, Zuber; *Nays:* None,

Absent: None.

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B. Regular Meeting March 10, 2022

M/S/C (Allen/Wright) to approve the minutes as presented

Yeas: Allen, Bayer, Cechin, Heston-Bechtol, Mays, Rall, Wright, Zuber; *Nays:* None
Absent: None.

C. Special Meeting March 17, 2022

None

VI. Consent Agenda

None

VII. Unfinished Business

A. District-wide Transition Update

President Indermill provided an update on the district's transition planning. She indicated that President Karas is recommending the district suspend the vaccination/testing requirements for students (per BP 2901 and AP 2901.1) beginning with Summer 2022. He plans to make his initial recommendation via his Administrative Report provided for the Board of Trustees. Employees are required to continue using the QR Codes on buildings for tracking purposes and comply with BP 2900 and AP 2900.01). Senators noted concerns about:

- The technology has limitations that requires faculty to monitor students in ways we were assured we would not have to and are receiving email communications that are in contrast to the MyMendo app information the student has (e.g., the student has a green pass, indicating they are allowed to attend class, but the faculty member has received an email indicating the student can not attend class)
- Faculty are needing to check student's MyMendo passes on a regular basis

B. Executive Department for the State of California: Executive Orders N-29-20 and N-08-21 Update

M/S/C (Rall/Heston-Bectol) to continue to operate in accordance with the guidelines of AB 361 for an additional 30 days.

Yeas: Allen, Bayer, Cechin, Heston-Bechtol, Mays, Rall, Wright, Zuber; *Nays:* None
Absent: None.

President Indermill reported that Mendocino County continues to have a local recommendation to conduct public meetings via teleconference.

C. Resolution S'22 - 03: Academic Senate Request for Educational Resources and Programs to Support Native American Students

M/S/C (Zuber/Bayer) to approve the resolution as presented.

Yeas: Allen, Bayer, Cechin, Heston-Bechtol, Mays, Wright, Zuber; *Nays:* None
Absent: Rall.

There were no additional comments from the Senators related to Resolution S'22 - 03 (Attachment 1). President Indermill and Vice President Zuber will meet with President Karas to open the mutual agreement process.

D. Academic Senate 2021 - 2022 Goal #2: Bylaws Review Update

Senator Allen presented the Academic Senate Bylaws for a first reading (Attachment 2). The language in Article VIII will be revised to indicate the End of the Year Report will include information such as the status of senate goals and resolutions.

E. Academic Senate 2021 - 2022 Goal #3: BoardDocs

Senators Heston-Bechtol and Wright provided an overview of the BoardDocs platform, as it related to Goal #3 (Attachment 3). Wright noted that it has been purchased by the district, it is accessible, the layout is clear and it is “searchable” by topic. They propose that the incoming senate president, vice president and Bea Sanchez receive training this Spring and we have a preview by the end of the semester. In addition, the senate should switch to using BoardDocs beginning in August. In addition, they recommend we also continue to have our official documents available in other formats, such as Word documents.

F. Academic Senate Spring Election

President Indermill reported on behalf of the Election Committee. She noted the election period is currently open through Friday, April 1, 2022. There are candidates for each of the open positions and the Constitution, as revised by the Academic Senate, is on the ballot. There is a parallel election for part-time faculty representatives. The Election committee will meet Monday, April 4 to review the results and prepare a summary report for the Academic Senate to consider and ratify the election results. Indermill recommends a Special Academic Senate Meeting to ratify the election results. The senators asked that the Special Meeting be scheduled on Tuesday, April 5, 2022 at 12:30pm.

VIII. New Business

A. Committee Planning for 2022 - 2023

President Indermill referenced the list of senate-appointed committees (Attachment 4) noting a goal is to have all assignments for next year made prior to the end of this semester. In particular, the Academic Senate Bylaws Article IV, Section 2 calls out the key committees that we are required to fill by May (Attachment 5). In addition to making committee appointments, Indermill indicated we should also make appointments for the six Academic Senate for California Community Colleges (ASCCC) Liaison positions prior to the end of the semester. Senators Bayer and Heston-Bechtol will email all current part-time faculty serving on committees to see if they are interested in an additional one-year term, with the understanding they will need to be appointed by the Academic Senate.

B. Academic Senate for California Community Colleges Update

President Indermill provided an update on upcoming events and activities that may be of interest to senators and other faculty members (Attachment 6). She asked senators to review the ASCCC Resolution packet, share with their constituents and let her know if there is anything of particular interest. Senator Allen noted Resolutions 6.03 and 6.04 as they relate to legislative changes to AB 705. By the legislation requiring us to discontinue teaching non-transfer math and English they are removing the students' right to choose their classes. In addition, it conflicts with the mission of community colleges as we do not only serve transfer students, we serve all students regardless of their educational goals. In addition, he noted the work that Professor Banta has been doing at the State level to advocate against the legislation and in supporting these resolutions.

Indermill noted the webinars focused on equity and anti-racism align with the work we have been doing in the last couple years and it will be beneficial to have at least a senator participate. Allen noted he participated in the first of the series and there is considerable focus on Academic Freedom and ASCCC recommends local senates review policy and procedures related to Academic freedom to ensure they encompass

equity and anti-racism. Senator Wright attended the first webinar, as well. He noted we have a policy (BP 4030). Allen and Wright suggest we consider addressing these issues more formally next year.

C. Student Learning Outcomes Team (SLOT) Report

Professor Neeka Aguirre, SLOT Chair, provided a report on the recent committee work (Attachment 7). She referenced the *Student Learning Outcomes Assessment Plan (2021-2024)*, which was supported by the faculty via Senate Resolution S'21-02, and the request that all faculty assess at least one class during the Fall 2021 semester. Not everyone completed the one course SLO assessment last Fall, but more faculty did than in some past semesters. This allowed SLOT to obtain a lot more data in the past. Faculty have shared that Program Review & Planning - Part 2 is easier to complete, to make more meaningful conclusions and to develop objectives and plans when they have data derived from their SLO Assessment. The committee surveyed the faculty who completed at least one class assessment in Fall and found that most used the Toolkit and found it helpful.

SLOT has also been participating in the work to revise the Institutional Student Learning Outcomes (ISLO). Faculty have reported appreciation for the holistic aspects of the ISLOs and that they decrease the impressions of being “siloeed”

Aguirre noted that the senate support of the committee's objective to obtain more usable outcome data via Senate Resolution S '21-02 has generated positive results. She asked that this be shared with President Karas because there have been positive results and SLOT needs continued support. The Toolkit will need to be kept up-to-date, new faculty and those that are just beginning to engage in the SLO assessment process need support and assistance from team members.

Indermill noted that the faculty members on SLOT are “solid”, doing “great work” and “leading us in a positive direction”, as related to outcome-based teaching. She added, the Academic Senate appreciates this.

IX. Standing Items

A. AB 705

President Indermill noted the modifications required by the revisions to AB 705 are being addressed by the Curriculum Committee.

B. Guided Pathways

Guided Pathways Leadership Team member, Senator Brianna Zuber provided an update on the committee's work:

- The Pathways Partnership Project involves pairing a counselor with one (or more) faculty from each Learning and Career Pathway. Together they will develop plans to create activities/projects for next year for students to engage in as related to their Pathway. This is follow up work from the January In Service activities led by our Regional Coordinators.
- The team is continuing to support having students on committees. Currently we have more students serving on district committees than ever before. Some have had placeholders for students, but not a representative. Other committees haven't previously, but now have students. The Student Engagement and Innovation Grant is helping to fund paying a stipend to the students for their participation.

- Using the guidance and funds from the Spring 2022 Student Engagement and Innovation Grant we are currently recruiting students to serve on committees for next year. There will be an orientation meeting this Spring to prepare them for service next year. The idea is to onboard them now so they are ready to attend the first committee meeting of the Fall semester.

C. California Community Colleges Chancellor's Office *Call to Action*

None

X. Reports

A. Senator Reports

None

B. Academic Senate President's Report

President Indermill provided a written report for the senator's consideration (Attachment 8).

XI. Open Forum

Senator Allen asked for an update on the website redesign. Senator Cechin, as the representative on the Outreach and Marketing Committee, noted the development of the new website has been more problematic than anticipated. He will prepare a report for the next regularly scheduled senate meeting.

XII. Adjournment

President Indermill adjourned the meeting at 2:09pm.

(Approved Academic Senate and Faculty* Meeting Schedule: March 29*, April 21*, April 28, May 12*, May 19)

**Academic Senate Agenda Attachments 1 - 8
March 31, 2022**

Attachment 1

VII. Unfinished Business

C. Resolution S'22 - 03: Academic Senate Request for Educational Resources and Programs to Support Native American Students

An electronic copy of Resolution S'22 - 03 was provided for consideration.

- https://docs.google.com/document/d/1Y_eICjJe-n6dMOp5LTQehqvAl2iQAY0UgzJSPenFTIY/edit?usp=sharing

Attachment 2

D. Academic Senate 2021 - 2022 Goal #2: Bylaws Review Update

An electronic copy of the document was provided for consideration.

- [DRAFT Academic Senate Bylaws 3.31.2022 first reading no tracking.docx](#)

Attachment 3

E. Academic Senate 2021 - 2022 Goal #3: BoardDocs

**Academic Senate 2021 - 2022 Goals
Approved
October 7, 2021**

Goal #1: Constitution Review

Review the Mendocino College Academic Senate Constitution for accuracy, best practices and currency.

- Senator Leads: Indermill and Allen

Goal #2: Bylaws Review

Review the Mendocino College Academic Senate Bylaws for accuracy, best practices and currency. Include the revisions to Article VI, Sections 1 and 2 approved May 2021

- Senator Leads: Indermill and Allen

Goal #3: BoardDocs

Review and determine best practices on how to use it for senate agendas and minutes. Coordinate senator training.

- Senator Leads: Heston-Bechtol and Wright

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Goal #4: Native American Land Acknowledgement

Research and consider the adoption of a local Native American Land Acknowledgment.

- Senator Leads: Indermill and Heston-Bechtol

Goal #5: Native American Resolution

Review the draft developed last year, consider revisions, updates and adoption

- Senator Leads: Buccelli and Rall

Goal #6: Diversity, Equity and Inclusion Committee Communication

Review the *California Community College Diversity, Equity and Inclusion Report*, align the *Strategies* and *Best Practices* with each decision-making committee and share with chairs and/or committee members to determine what has been accomplished and what should be addressed.

- Senator Leads: Indermill and Zuber

Attachment 4

VIII. New Business

A. Committee Planning for 2022 - 2023

The [Committee Planning](#) document was referenced and provided electronically.

Attachment 5

VIII. New Business

A. Committee Planning for 2022 - 2023

- **Excerpt from the Academic Senate Bylaws - Article VI, section 2:**

B. The Academic Senate will staff all committees with both full-time and part-time faculty (when applicable) by the end of each spring semester (for the next academic year), when possible, but the following committees must be staffed by the end of the spring semester:

- i. Curriculum Committee
 - ii. Education Action Plan (EAP)
 - iii. Enrollment Management Committee (EMC)
 - iv. Staffing Committee
 - v. Student Learning Outcome Team (SLOT)
 - vi. Technology Committee
 - vii. Facilities Committee
 - viii. Outreach and Marketing
- **[ASCCC Liaisons](#)**
 - CTE (Career and Technical Education)
 - Guided Pathways
 - IDEA (Inclusion, Diversity, Equity, and Anti-racism)
 - Legislative
 - Noncredit
 - OER (Open Educational Resources)

Attachment 6

B. Academic Senate for California Community Colleges Update

The following electronic resources were provided for discussion:

- [ASCCC Spring Plenary Session](#)
 - [Resolutions Packet](#)
- [Equity and Anti-racism in Academic Freedom](#) Webinar
- [2022 ASCCC Faculty Leadership Institute](#)
- [2022 Curriculum Institute](#)

Attachment 7

C. Student Learning Outcomes Team (SLOT) Report

Student Learning Outcomes Committee Report March 31, 2022

Committee Name: **Student Learning Outcomes Team**

Your name and role on committee: **Neeka Aguirre, Chair**

Meeting days/times (if regularly scheduled): Currently 2nd or 3rd Mondays 1-2 pm

- 1) What are the most pressing issues your committee is currently addressing? Please be specific.
 - There has historically been a lack of data collected regarding SLO Assessment. SLOs were only required to be assessed once every two years with only 1 section of the course being assessed at that time.
 - Adoption of updated ISLOs
 - Working with Rebecca Montes towards Program Mapping to make PSLO and eventually ISLO Assessment more meaningful and meeting Accreditation recommendations.
- 2) What actions (if any) has your committee undertaken to address these challenges?
 - With AS help SLOT has pursued having Assessment done more frequently. In the Fall we asked that all FT instructors choose and assess 1 course and that in from Spring 2022-Spring 2024 all sections of all courses be assessed. At the end of that period SLOT intends to review and develop a plan going forward to balance student needs with instructor time.
 - Worked with group of people from campus to help develop new ISLOs
 - Tried out Program Mapping
- 3) How can the Academic Senate be of assistance in handling these issues? (Please see the primary purview of the senate listed below in the “10+1” if needed.)

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- AS has been very supportive in helping develop and pass the Resolutions to both make more Assessment possible and to fund the development of materials and supports for more frequent assessment.
- 4) List any relevant timeline issues, such as grant application deadlines, academic calendar deadlines, accreditation deadlines, etc.
- Currently Spring 2022 - all courses all sections taught need to be Assessed.
- 5) Anything else you want to discuss about your committee? Feel free to report here on progress and accomplishments as well.
- Over the Summer SLO developed an SLO Toolkit in the Faculty Helping Faculty Canvas Shell to help instructors with SLOs and SLO Assessment. Although many did not participate in Assessing one class in the Fall, many DID and we have considerably more data than has previous been collected and look forward to more in the Spring. Further, we recently ran a survey of those who did perform their SLO Assessment in the Fall and found that of those who responded a good number had used the Toolkit and found it supportive and helpful.

*** end of report ***

Attachment 8

X. Reports

B. Academic Senate President's Report

Vice President Zuber and I have met with President Karas to begin the **mutual agreement process** for the most recently approved senate resolutions:.

- Academic Senate Resolution S'22 - 01: *Support for District Adoption of a Native American Land Acknowledgement*
- Academic Senate Resolution S'22 - 02: *Academic Senate Support for the Naming of the Gymnasium*

We made good progress on each of the resolutions in the initial meeting. Both sides (the district and senate) have a couple things to follow up on and bring to a second meeting which is scheduled for just after Spring Break. I anticipate we will come to a final agreement at that time.

The **President Policy Advisory Council** (PPAC) continues to review board policy and procedures from Chapter 2 which relate to the Board of Trustees. This includes revisions to Board Policy 213 and Administrative Procedure 213.1 that relate to decision making, participatory governance and the role of the Academic Senate. The revised BP 2510, was approved by the Board of Trustees and AP 213.1 is proposed to be separated into AP 2510.1 Decision Making and 2511.1 Role of the Academic Senate in District Governance. The APs had the first reading by PPAC on March 25 and will be sent to constituents for feedback and

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comments this week. In addition, faculty requested the senate ask for a review of BP 319 Visitors and Children on Campus. Zuber and I discussed this with Karas and drafted revisions for PPAC consideration. PPAC reviewed the draft revision and engaged in a general discussion about the BP and AP. I anticipate the BP and AP will be on the April agenda as a first reading.

The **Board of Trustees** (BOT) conducted the first reading of Board Policy 2510 Participation in Local Decision Making at the March 9 meeting. The BOT approved the employment contract for **Lisa Caito** (the former senate notetaker) as a Human Resources Specialist. In addition, the BOT approved Professional Development Leave for **Professor David Pai**. The purpose of leave is to “obtain expertise that supports his teaching and development of a cybersecurity certificate and provide expertise to colleagues in other disciplines”.

The BOT publicly recognized the six newly tenure faculty with a [presentation](#) from Vice Presidents Polak and Velasco. It was very well done and they had very positive comments about the professional experience each of our colleagues bring to the district, as well as acknowledging that they are fine, solid, good individuals.



I set up and chaired one **Minimum Qualifications Equivalency Application** review committee and another one is pending. Zuber and I continue to meet with **Vice Presidents Polak and Velasco** bimonthly. We have our monthly meeting with **President Karas** on March 29. I have met with the **Election Committee** (Brenda Estrada, Julie Finnegan, Pamela Heston-Bechtol, Laura Mays, Mark Osea) twice, we have a third meeting scheduled March 28 to review the nominations to determine if a election can be held as planned (March 30 - April 1). Following the election, we will meet again to prepare a report to present to the senate for ratification of the election.

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Please remember what I wrote in the President's Report for March 10th: *be gracious - grace brings out the best in all of us* and remember I appreciate and admire all that you do everyday.

With respect,

Catherine Indermill

Academic Senate President