

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
September 21, 2017**

Present: Mario Rivas, Mary Ciddio, Dan Lawson, Heather Casale, Mia Kelly, Inga Marcilionis, Sheila Metcalf Tobin, Fereshteh Mofidi, Tae-Soon Park, Tom Renbarger
 Guests: Alexis Alexander, Jennifer Briffa, Marie-Elizabeth Burns, Jeff Lamb, Nghiem Thai
 Recorder: Dan Lawson
 Absent: Jason Seals, Marta Zielke

Agenda Item and Presenter(s)	Discussion	Follow-up Action	Decisions
1. Meeting Called to Order			Meeting called to order 12:40pm
2. Review of Minutes from Meeting	Add “of active” to SLOAC report		Without objection, minutes accepted as amended
3. Reports of Officers	VP: Tom Renbarger will assist election committee Rec. Secty: Updated website		(VP Report attached) (Pres. Report attached)
4. Reports of Shared Governance, Standing and Special Committees	CDCPD: Will vote on chair at next meeting CEMPC: May change name to reflect goal of institutional effectiveness During CIC report, VPI responded to a question that there will be training for APUs CTE/CE: FTES will be allocation model for local Strong Workforce funds (item 4a of attached document)		(CIC report attached) (CTE/CE Report attached) (CTE/CE funding allocation attached)
6.1 President Burns	<ul style="list-style-type: none"> • Faculty can invite President to class or to Academic Senate • Will be open forum 10/2 with Chancellor • Please attend Courageous Conversations; next one is 10/3 12:30-1:30pm • Want students to be on campus as much as possible and enjoy being here • College hour is very important; if possible, don’t schedule courses at that time, and encourage students to participate 		

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	<ul style="list-style-type: none"> • Food banks going well • Let President’s Office know if you have anything to announce on flatscreens • Need help with leadership in area of department and committee chairs • Let President know if there are issues with facilities • Will be asking state for exemption to get all or part of D Building back. If not, may add modular “village” to house Veteran’s Resource Center, faculty offices, etc. • New Director of Facilities starting 10/1 <ul style="list-style-type: none"> ○ If facility needs not in APU, let President know ○ APU issues have been prioritized • Known facility issues: <ul style="list-style-type: none"> ○ Need to upgrade Landscape Horticulture, Children’s Center ○ Electronic marquee ○ Blue phones ○ Pedestrian walkways ○ Building alarms ○ Campus lighting <p>MC: DSPTS needs a new tram NT: Is Merritt getting 10 new smart classrooms? Where will they go? JL: There is a rubric. Some rooms have been identified.</p>		
<p>6.2 Distance Education (Alexis Alexander)</p>	<ul style="list-style-type: none"> • Just had Technology Committee meeting • Moodle gone at end of summer 2018; need to transfer to Canvas • Need to inform people <ul style="list-style-type: none"> ○ Give up Moodle by summer ○ People need to be self-motivated to be trained ○ We’re putting together a DE committee ○ Alexis Alexander has 3 hours per week of office hours. Need to reserve a time. <p>TR: Coordination needed between PCD and DE committee IM: No link to Canvas on MC website. Maybe make training mandatory</p>		

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	<p>for all Fall 2018 instructors. HC: Majority of instructors us Moodle --- will affect everyone. IM: Need to make deadlines for trainings, web informations, etc. MR: Will be on agenda for next time. At next meeting will have proposal for DE committee. JL: District has DE committee, with representatives from across district</p>	<p>MR: Will be on agenda for next time. At next meeting will have proposal for DE committee.</p>	
<p>6.3 MCAS Goals</p>	<p>MR: Fill out 0-100 for each goal, with activities to reach goal. (MR collected completed forms from senators and guests)</p>	<p>MR: Flex day will be on agenda next time</p>	<p>(MCAS Goals document attached)</p>
<p>Adjournment:</p>			<p>Adjourned at 2:04pm</p>

Attachments:

- (VP Report attached)
- (Pres. Report attached)
- (CIC report attached)
- (CTE/CE Report attached)
- (CTE/CE funding allocation attached)
- (MCAS Goals document attached)

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Senate Special Election: (2 Part Time and 1 full time seat available)

1. I revised the ballot forms for Adjunct and for Contracted Faculty
2. There is one part time seat available for Fall only; One part time seat available through Spring 2018; There is one full time faculty seat available just for fall.
3. I have sent out two emails on the special election
4. Tae Soon provided me with the lock box and that has been set up in S 434 with color coded copies of the ballots available. Tom Renbarger provided me with a lock to use. He volunteered to be on the counting committee for the special election.
5. To date, I received one self-nomination by email and will put that in the box today.
6. I posted some Ballots in the hallway in the R Building

Strategic Enrollment Management Meeting: Friday, 9/14/17

1. Participants include Grace Udowu, Dan Larsen, Frances Moy, Simon Chan, Mario Rivas, Jason Holloway, Samantha Kessler and Mary Ciddio
2. A draft was reviewed and it was decided to put the Supportive and Historical documentation as appendices and to base the plan on the data, set priorities and use the Education Master Plan as a guide.
3. Next meeting will be September 29, 2017