MERRITT COLLEGE Minutes of the Academic Senate Meeting February 03, 2011

✓ Black, Anita (President) PRESENT:

✓ Park, Tae-Soon (Vice President)

✓ Trotter, Audrey (Treasurer) Seals, Jason (Corresponding Secretary)

✓ Alexander, Alexis

Absent: Jason Seals

Ms. Grace Marlin, Alejandria Tomas **Guests:**

✓ Dimopoulos, Barbara

✓ Elliott, Ann

✓ Greenside, Mark

✓ Holloway, Jason

✓ Litchfield, Ken

✓ McLean, Carlos

✓ Mofidi, Fereshteh

✓ Murphy, Jon

✓ Santana, Isela Gonzalez

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. CALL TO ORDER	Meeting was called to order at 12:40 p.m.	
II. READING & APPROVAL OF MINUTES	The Merritt College Academic Senate (MCAS) approved the December 16, 2010 meeting minutes as amended.	
III. UNFINISHED	meeting influtes as amended.	
BUSINESS ❖ Senate Elections	 Park reported the following: CONTINUING SENATORS: Elliottt, Foster, Santana, Greenside, Murphy and Mofidi The term of the following senators will end on Spring 2011: Alexander, Black, Brown, Dimopoulos, Park, Trotter, McLean, Litchfield, and Seals. According to the MCAS Constitution, the number of senators should be between 15% to 20% of the total number of full time contract faculty members. Currently, there are 78 full time faculty members in Merritt College. 15% of 78 is less than 12 senators. Park stated that the MCAS tried its best to fill the vacancies, but no one seems to be interested in the position(s). She recommended that the MCAS reduce its number of senators since the minimum requirement as stated in the constitution is 12 senators. 	Elliott, Santana, Mofidi, Murphy and Greenside will facilitate the Spring 2011 Faculty Senate Elections.
IV. NEW BUSINESS * MCAS Scholarship Committee	After Park explained the new procedure for the MCAS Scholarship applications, the following were discussed: ❖ Several members of the MCAS complained that the Freshmen students are not qualified to apply for any of the MCAS Scholarships. ❖ The criteria of the Carola Thompson-Bowers Memorial Scholarship, Douglas R. Baugh Memorial Scholarship, John F. Summersette Award, Eve St. Martin Wallenstein Scholarship, and the Norbert Bischof Scholarship cannot be changed.	

	 The criteria of the Courage and Perseverance award can be amended. In order to establish one more scholarship, the MCAS has to raise the funds to support this new scholarship. Other faculty members have to be encouraged to contribute dues. The Director of the Peralta Foundation will be invited to one of the MCAS meetings. The MCAS would like to explain to her the need to change some of the criteria of the scholarships the foundation is offering to students. Ms. Marlin suggested that one of the criteria of the Douglas R. Baugh Memorial Scholarship should be changed into, "The student has applied to U.C. Berkeley as a transfer." 	
MCAS Professional Ethics Committee	After evaluating the Ethics Workshop that the MCAS, together with the Title III Grant Project, sponsored during the January 2011 Professional Development Day, Black stated that there might be a follow-up training session.	
	Regarding the formation of the MCAS Professional Ethics Committee, the people who have expressed their interest to be a part of that committee should meet and decide on whom the members and the chair will be and what will be the purpose or charge of that committee. Other faculty members should also be encouraged to be a part of this committee.	
❖ 2011-2013 College Catalog	A committee was formed to help update the Merritt College Catalog. Black informed the whole college of this committee and invited everyone to take part in this initiative. To those who are interested in being a part of this committee should inform Ms. Dera Williams and Dr. Linda Berry. Trotter posed the question: Does the Faculty Senate have the responsibility of ensuring the timely delivery of the College Catalog?	
V. REPORT OF OFFICERS		
❖ Faculty Ad Hoc Committee	Black reported that Dr. Wise Allen, Chancellor of PCCD, formed a Faculty Ad Hoc Committee. The charge of the committee is to look at program consolidation district-wide or to look at disciplines and determine how the PCCD can offer classes efficiently. The committee consists of four collective bargaining units, 5 members of the Academic Senates. There will also be administrators in the committee to provide support. The following were discussed: There were a couple of members of the Faculty Ad Hoc Committee who think that the committee should be a reduction committee. The Ad Hoc Committee should not have the power to decide what to reduce. Chancellor Allen specifically said that the committee is not charged with the responsibility of addressing the current budget status of the PCCD.	MOTION: The MCAS recommends that the District-Faculty Ad Hoc Committee shall be used for curricular growth and enhancement and not to reduce course offerings or generate savings.

	 The faculty members from the Student Services Depart properly represented at this meeting. There was a question of what "consolidation" really me what it denotes in the PCCD. Some think that consolidate reduction. 	ans as opposed to
Treasurer's Report	CURRENT BALANCE: \$10,210 Monthly Deposit starting January 2011: \$325 There are 34 dues-paying members.	0.13 1.34
VI. REPORTS OF		
STANDING & SPECIAL COMMITTEES		
VII. OTHER BUSINESS		
VIII. ADJOURNMENT	The meeting adjourned at 2:20 p.m.	

(From Title 5 Section 53200)

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Academic Senate means an organization whose primary function is to make recommendations with respect to academic and professional matters.

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Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.

2. Degree and certificate requirements.

3. Grading policies.

- 3. Grading policies.
 4. Educational program development.
 5. Standards or policies regarding student preparation and success.
 6. College governance structures, as related to faculty roles.
 7. Faculty roles and involvement in accreditation processes.
 8. Policies for faculty professional development activities.
 9. Processes for program review.
 10. Processes for institutional planning and budget development.
 11. Other academic and professional matters as mutually agreed upon.