

## Meeting Minutes

Merritt College Academic Senate

Thursday, February 17th, 2022

12:30-2:00 pm

Zoom URL: <https://cccconfer.zoom.us/j/99184622859>

### MEMBERS:

<b>VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)</b>			
X	Tom Renbarger, President	X	Mary Ciddio, Vice President
		X	Arja McCray
X	Heather Casale	X	Grace Idowu
X	Lowell Bennett		Monica Ambalal
X	Ron Moss	X	Stefani de Vito
	Derrick Ross	X	Maria Suarez
	Anthony Powell	X	Jack Smith
<b>Guests – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)</b>			
X	Nghiem Thai, Librarian and MCAS Scholarships		

### GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	12:32 pm by Vice President Ciddio	
II. Adoption of Agenda	<b>Motion</b> (Smith) to approve agenda. <b>Approved unanimously.</b>	Chair – Email to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
III. Approval of Minutes	<b>Motion</b> (Suarez) to approve 2/3/22 minutes with corrections from McCray and Moss. <b>Approved unanimously.</b>	Chair – Email to <a href="mailto:merrittgovdocs@peralta.edu">merrittgovdocs@peralta.edu</a>
IV. Public Comment	None	

<p>V. Action Items/ Presentations</p>	<p><b>5a) Renbarger: MCAS Scholarship Slate</b>  Current MCAS Chase balance: \$13,349.66 + outstanding check for \$360.37 = \$13,710.03. For reference, we are approximately at the same balance as this time last year, so the dues we collected this past year covered the \$4500 we spent on scholarships last year.</p> <p>Comment (de Vito): shared description of three new scholarships honoring faculty deceased in 2020; noted that approving the scholarships does not mean they have to be offered this year. <b>Descriptions are inserted at the end of today's minutes.</b></p> <p><b>MOTION (Ciddio): To approve the three proposed new MCAS scholarships.</b></p> <p>Q: Every year, do we decide again how many and which scholarships to offer? A: Yes.</p> <p>Q: How many scholarships did we offer last year, and at what dollar level? A: We offered 7 scholarships last year; 6 for \$1000 and one for \$500. We didn't have many applicants and only awarded five scholarships.</p> <p>Q: Could we spend more than \$4500 on scholarships this year, given that we take in approximately \$4500 in dues per year? A: Yes.</p> <p>Comment: Previous Treasurer fundraised. Dues are voluntary payments that can be withheld from faculty paychecks. To opt in, use Merritt College Academic Senate Dues Authorization Form.</p> <p><b>MOTION (de Vito): Offer 10 MCAS Scholarships this year at \$750 each – the same 7 as last year plus the 3 just approved.</b></p> <p><b>MOTION to amend (Ciddio): Offer the three new scholarships \$1000 each to attract more students.</b></p> <p>Discussion: Would this seem unfair, as it appears to favor certain student groups? Could we justify the additional funds because they're honoring deceased faculty and we're promoting NEW scholarships?</p> <p>Ciddio: Withdrew motion to amend; keep all scholarships the same dollar amount.</p> <p>Q: What percentage of faculty donate to the MCAS Scholarship fund? A: 32 faculty are contributing, so probably less than half our FT faculty are contributing. Could Monica as Treasurer send an all-faculty email asking faculty to sign up for the payroll deduction?</p>	<p>Approved unanimously.</p> <p>Approved unanimously</p> <p>Follow-up: Tom will remain financial signatory until a perm. Treasurer is elected and will talk to Monica about a fundraising email.</p>
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Idowu: Volunteered to ask Nursing faculty to contribute to scholarship fund. Asked if a scholarship can be developed that MEDAS students can apply for, since qualifications for most MCAS Scholarships exclude MEDAS students? A: MCAS Career Education Scholarship is open to MEDAS students but point is well-taken and MCAS could develop more scholarships.

**5b) Bennett/Suarez: Enrollment Mgmt Resolution**

MCAS Resolution on Enrollment Management 2/17/22:

WHEREAS the practice of having instructors on standby until classes and waitlists fill close to the beginning of the semester is not a viable solution to help increasing enrollment at the last minute because most instructors get their assignments in several colleges by that time already and the intake of prospective new faculty is very slow in our district.

WHEREAS chairs are currently receiving information about allotted FTEFs and teaching modalities with short deadlines (3 days to come up with schedules).

WHEREAS there is a lack of clarity in the dual enrollment procedures and lack of knowledge on the laws and regulations about offering partnerships to High Schools by managers, and given that law (AB 288) states that we are not allowed to offer dual enrollment for waitlisted or oversubscribed college classes.

WHEREAS increasing caps in waitlists for Spring 22 classes illustrated the potential of FTES gains if administrators are flexible with the enrollment planning and work with the chairs to promptly add high demand sections.

BE IT RESOLVED the Merritt College Academic Senate urgently requests that if a course demonstrates significant waitlists in any semester, Merritt Administration will authorize an additional section of that same course in the following semester. In addition, Merritt Administration should provide guidelines such as FTEF allocations and expected modality of delivery for future semesters with at least ~~a-week~~ two weeks of ~~anticipation~~ notice to department chairs for them to build the schedules.

BE IT RESOLVED that the administrators will present to the Merritt College Academic Senate the clear procedures, rules and regulations that should be followed when establishing a new partnership with a

	<p>High school and steps to ensure that these dual enrollment classes will not hinder access of high demand classes to our community college waitlisted students per AB-288 (Holden 2015), Public schools: College and career access pathways partnerships.</p> <p>BE IT RESOLVED that the dual enrollment partnership agreement should stipulate that Merritt faculty should teach these classes and that COVID safety regulations established by the Peralta district will be followed by the dual enrollment students and the high school (i.e: vaccination requirements, masks, checking for clearance, etc) independent of the high school regulations.</p> <p>BE IT RESOLVED that the administration, in coordination with the faculty, shall assess, irrespective and independent of the FTEF allocation from the district, what FTEF allocation is required to meet student demand and maximize net revenue for the college. Maximizing net revenue would involve offering any classes with a projected enrollment greater than 10.</p> <p><b>MOTION (Suarez): To accept the Resolution as edited.</b></p> <p>Discussion:  Q: Did anyone talk to administration about how these dual enrollment courses get developed? A: Suarez spoke with Maria Spencer and Dean Holloway: neither could point to a standard process for dual enrollment course development or MOUs with high schools.</p> <p>Comment: we had to cancel two dual-enrollment biology sections this semester because high schools backed out; there was a misunderstanding of prerequisites and the high school students weren't properly prepared. Meanwhile, we did not offer enough sections of BIOL 20A/20B to satisfy demand among Merritt students.</p> <p>Comment: We are all in favor of developing more dual-enrollment high school courses, but dual-enrollment should focus on <i>low</i>-enrolled courses.</p> <p>Comment: Regarding the demands in this Resolution, widespread approval is needed to overcome Merritt administration's typical response, which is to say that nothing about enrollment management can be changed at the college level because enrollment management is a "district-wide collaborative process." Hence, we need district-wide collaborative agreement.</p>	<p>Approved unanimously.</p> <p>Follow-up:  Tom will meet with Pres. Johnson and VPI Richardson to apprise them of the Resolution.</p> <p>Tom will share this Resolution with Merritt FAS, the 3 other Peralta College Academic Senates, DAS and PFT President Shanoski.</p>
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	<p><b>5c) Renbarger: Faculty Prioritization</b>  Merritt is hemorrhaging enrollment, especially among African American males, and a FT faculty position that would address this specific problem did not score well on Faculty Prioritization. So, should MCAS change the order of prioritization?</p> <p>Thai: President Johnson has the prerogative to approve faculty positions based on the greater institutional need. The faculty did its part in prioritization based on its perspective.</p> <p>Several senators noted that training/workshops/offers of help to Chairs in writing these proposals have been made, yet over many years, FT faculty requests have been done last-minute.</p> <p>Renbarger: new statewide budget proposal makes the “Fiscal Cliff” less of a threat, so the Faculty Hiring Lobby should push aggressively for more positions because the new “floor” will be based on “hold harmless” funding, which is based on the 17/18 school year when we had more enrollment. State Legislature will vote in May.</p> <p><b>MOTION (Bennett) to extend meeting by 15 minutes.</b></p> <p>5d) Renbarger: MCAS Elections for Fall 2022</p> <p><b>MOTION (de Vito) to accept the following as the 2022 MCAS nomination and voting period:</b>  <b>Nomination period: 3/9/22 -3/22/22</b>  <b>Voting period: 4/6/22 – 4/19/22</b></p> <p>Discussion: How many FT slots will be open? Whose terms are expiring?</p>	<p>Discussion only</p> <p>Approved unanimously.</p> <p>Approved unanimously.</p> <p>Tom will update us at next meeting re: whose terms are expiring and how many FT/PT slots will be up for vote.</p>
VI. Standing Items	None	
VII. New Business	None	
VIII. Old Business	None	
IX. Announcements	None	
X. Adjourn	Adjourned at 2:10 pm	

# Academic Senate Scholarships Honoring Faculty Lost in 2020

## Approved Unanimously: 2/17/2022

### **The William J. Love Community Social Services (COSER) Scholarship**

Qualifying candidates must demonstrate the following at time of application:

- They have completed 9 semester units of Merritt College COSER courses.
- They have an overall (cumulative) GPA of 2.75 or higher.
- They submit a Comprehensive Student Education Plan stating an academic goal of either a Certificate or AA Degree in Community Social Services/Substance Abuse from Merritt College.
- Their Personal Statement speaks to their life challenges, their approach to adversity, and how the COSER degree or certificate advances their life and career goals.

Qualifying candidates with special needs, including financial, housing, refugee and/or disability status, will be given extra consideration.

### **The Anita M. Black Scholarship in the Computer Sciences**

Qualifying candidates must demonstrate the following at time of application:

- They have completed 9 semester units of Merritt College CIS (Computer Information Systems) or CS (Computer Science) courses.
- They have an overall (cumulative) GPA of 2.75 or higher.
- They submit a Comprehensive Student Education Plan stating an academic goal of either a Certificate or Degree from Merritt College in Computer Information Systems or Computer Science.
- Their Personal Statement speaks to their life challenges, their approach to adversity, and how the CS/CIS degree or certificate advances their life and career goals.

Qualifying candidates with special needs, including financial, housing, refugee and/or disability status, will be given extra consideration.

### **The Guy Forkner Award in Real Estate**

Qualifying candidates must demonstrate the following at time of application:

- They have completed 6 semester units of Merritt College Real Estate courses.
- They have an overall (cumulative) GPA of 2.75 or higher.
- They submit a Comprehensive Student Education Plan stating an academic goal of either a Certificate or Degree from Merritt College in Real Estate.
- Their Personal Statement speaks to their life challenges, their approach to adversity, and how the Real Estate degree or certificate advances their life and career goals.

Qualifying candidates with special needs, including financial, housing, refugee and/or disability status, will be given extra consideration.