Meeting Minutes
Merritt College Academic Senate
Thursday, April 7th, 2022
12:30-2:00 pm
Zoom URL: https://cccconfer.zoom.us/j/93056455708

MEMBERS:

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

GUESTS:

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	**12:34 pm**	
II. Adoption of Agenda	**MOTION:** To accept agenda. (Ciddio). Approved unanimously.	Chair – Email to merrittgovdocs@peralta.edu
III. Approval of Minutes	**MOTION:** To accept minutes from 3/17/22 MCAS minutes. (Ciddio). Approved unanimously. Discussion: update on "follow-up" items.	Chair – Email to merrittgovdocs@peralta.edu
IV. Public Comment	**NONE**	
V. Action Items/ Presentations	**5a) Merritt College Core Values** (VPI Richardson) Tabled pending Dr. Richardson's invitation to the meeting. **5b) Open Educational Resources** (Thai). This year's state budget has $115 million for OER resources. To remain viable, we must invest in textbook affordability. Laney has an OER Committee, and all 3 sister Peralta Colleges have OER leads. Since Tim Hackett retired, no one has filled this role at Merritt. Requesting the following from MCAS: (a) Appoint an OER Liaison to the State Academic Senate (OERI). 2018 legislation requires a liaison and we're out of compliance. (b) Form an OER Task Force. Doesn't have to be a committee; 5 people max. A Task Force of the Senate. (c) Prepare for forthcoming RFP ($115M to CCCs)	

Merritt College puts students first. Through our rich educational programs, we foster a culture of equity and inclusion that empowers students to achieve their greatest potential and make meaningful contributions to their respective communities and our global society.

	Discussion: Each college that receives Zero-Cost Textbook grants MUST have an OER Coordinator. Q: Should Release Time be offered for a combined OER Coordinator/OER Liaison to State Academic Senate? A: Tim Hackett did have some release time for this work.	**Follow-Up:** Tom will talk to VPI Richardson re: Release Time for OER Coordinator/Liaison to State Academic Senate.
	MOTION: to direct CDCPD to form a Task Force on Open Educational Resources (Bennett). Nghiem volunteers to be a Task Force member.	**Passed Unanimously.**
	5c) MCAS Scholarships (Thai) No applications received yet. Tomorrow is the deadline. Should we consider extending the deadline? How have students been notified of the existence of the scholarships? Nghiem sent FASes and asked Henry Mai to put it on the website; he also asked Doris Hankins to put it out to ASMC.	**Follow-Up:** Nghiem will ask Doris to send all-student email/text, ask Henry to update webpage with extended date, and send cut & paste blurb to faculty for insertion in Canvas.
	MOTION: Extend MCAS Scholarship deadline to Friday 4/15/22 (Bennett).	**Passed Unanimously.**
	5d) MCAS Elections (de Vito) Asking for help creating the ballot. The functionalities we need are not available with Microsoft Forms; should use Qualtrics. Not sure that's available. No need to change the voting period. Nghiem volunteered to assist with Forms.	
	5e) MCAS Fundraising (Renbarger) Former MCAS Treasurer Marty Zielke sent the form that allows faculty to have money taken from their paychecks to fund the MCAS Scholarships. Monica offered to craft an email; asked how else to reach faculty. Historically, this happened in person at Flex Days – Marty handed out forms in person. She also agendized this item at Shared Governance meetings, asking for 3 minutes to present and circulate the forms. Nghiem will share previous email language.	**Follow-Up:** Monica will make Zoom rounds of Participatory Governance meetings in April and ask faculty to sign up for auto-contributions to MCAS Scholarship fund
	5f) State Plenary Session (Renbarger) Happening NOW; Tom is attending. Tom sent MCAS the Resolution packet for informational purposes.	
	Discussion: In Division I meeting, Dean Foster stated that administration is designing a Fall 22 schedule that is a clone of Fall 19; hence, more courses will be offered in-person. Do we have enough student interest to fill F2F classes?	
	Hy-Flex technology allows in-person teaching to be broadcast to online students so that a class can reach *both* in-person and online students. What is our investment in Hy-Flex technology and training? Hy-Flex vs Hybrid - two different things*: hybrid* means a combo of F2F/online; outcomes research shows that completion/success rates for our "hybrid" students are lower than fully F2F or online. *Hy-Flex* allows the class to be taught in-person WHILE being filmed/recorded for students who cannot	**Follow-Up:** Tom will add Hy-Flex to list of discussion topics for next meeting with VPI Richardson. Beyond funding for equipment and installation/IT upkeep, we need to train faculty on how to USE Hy-Flex technology.

	attend in person. How do we reclaim the F2F students we've lost while also retaining the online students who need/prefer online learning? Our facilities are still not ready re: ventilation. Are online labs going to continue to articulate to the CSUs and UCs? Laney offers technology tutors. Challenge re: Hy-Flex: hanging microphones around classrooms so that students can hear student comments from around the room. Our Smart Classrooms already have the basics: computer, bluetooth mic for the professor. Cost for Hy-Flex upgrade per classroom: $800-$1000. Some disciplines lend themselves well to hybrid teaching, e.g. BIOL/CHEM online lectures + F2F labs: saves students travel/gas costs without sacrificing the F2F experience altogether. CIPD Discussion of local district Discipline list. CCCCO and State Academic Senate regularly update MQs for faculty to teach those disciplines. Our Disciplines do not align with State's, so we need to update our MQ's ourselves. There is no district process for this; should happen in each college. Also for future discussion: revisit Computer Literacy requirement for AA/AS degrees.	**Follow-Up:** Cost per classroom is low, but Merritt needs more IT support. Patricia Rom is retiring, leaving only Dale to manage all IT needs for entire campus.
VI. Standing Items	**NONE**	
VII. New Business	**NONE**	
VIII. Old Business	**NONE**	
IX. Announcements	**NONE**	
X. Adjournment	**2:05 pm.**	