

CDCPD Minutes for 1 September 2021

*Minutes taker: Monica Ambalal

Meeting started at 15:06PM on Weds Sept 1 (Recording began at 15:10)

People in attendance (Laura Forlin, Chris Gramp, Monica Ambalal, Isela Santana, Dawn Williams, Muwafaqu Al-Asad, Courtney Brown, David M. Johnson, Denise Richardson, Derrick Ross, Chriss Foster, Feather Ives, Evan Nichols, Fereshteh Mofidi, Heather Casale, Inga Marciulionis, Jason Holloway, Jason Seals, Jose Salceda, Laura Cooper, Linnea Willis, Maria Suarez, Lisa Webb, Marie Amboy, Michelle St. Germaine, Mitra Mofidi, Nghiem Thai, Rebecca Uhlman, Sheila Metcalf Tobin, Todd Johnson, Stefani di Vito, Tom Renbarger, Xavier Gomez, Adoria Williams, Laura Cooper, Sun Young Ban, Nathan Pellegrin, Jennifer Briffa, Jon Murphy)

1. Electing a New Chair

- A. Chris Gramp delivered a quick speech about his experiences regarding CDCPD; brief duties and expectations of the position
- B. No questions by members asked regarding duties
- C. Chris Gramp nominated Linnea Willis, seconded by Stefani di Vito, and 'thirded' by Fereshteh Mofidi
- D. Recommended to nominate Feather Ives by Fereshteh Mofidi
 - a. Declined
- E. Recommended to nominate Stefani di Vito by Chris Gramp
 - a. Declined
- F. Commentary by Linnea: recognizing nomination by Linnea
 - a. Recognizing nomination and to be accepted IF 'there is nobody else' to serve in the position
- G. Recommended to nominate Nghiem Thai by Chris Gramp, and seconded by Laura Forlin
 - a. Declined
- H. Final result: accepted by Linnea Willis - IF (condition) Chris and Laura will complete and run the remainder of the meeting
- I. Motion Carries Unanimously and Linnea Willis elected as Chair

2. VPI Report (Denise Richardson)

- A. Program Review
 - a. The template was sent out by Nathan Pellegrin earlier today 9/1/2021
 - b. The initial program review due date is 10/23 (or 10/22), 11/23 is validation date, final date is 12/17, and resource allocation is due 1/28
- B. Spring 2022 Return to Campus
 - a. Division I: Planning on 60% online and 40% face-to-face (decision based on data for the district)

- b. For division II, III it will be case by case and deans will consider success rates to move forward. Schedules will be made in consideration with data and chair input from respective programs; enrollment data
- C. Teach out Plan
 - a. New requirement from ACCJC as part of the follow up report process
 - b. Meetings and approvals (drafts) will be released in the next week
 - c. All colleges have identical reports; drafted by a hired consultant
- D. Faculty Evaluation Process
 - a. Kudos to Inga M for the spreadsheets and the new submission process
 - b. We need to continue moving forward in alignment with expectations and due dates for evaluations - these enable part timers to move into the pool
- E. Welcoming Curriculum Chair
 - a. Alexis Alexander
 - b. Faculty needs to have all updated curriculum addendums by December 2021
 - c. 5/10 of the Associate Degree for Transfer (ADT) need to be updated; more need to be completed by the end of the semester
 - d. Please update deactivations; 'clean up' of programs and courses
 - e. Certificates of proficiency may be altered to certificate of achievement IF they are under 16 units (this process is overdue)
 - i. Question from Stefani di Vito: who is responsible for updating the programs? A: Dean and chairs working together with curriculum
 - f. DE Announcement: DE coaches - Danae Martinez, Adoria Williams. Course Designer - Xavier Williams, Monica Ambalal (continuing DE coordinator), Marilyn Varnados (POCR lead)
- F. EWs/Drops
 - a. Students will now have options for EWs - these will be published and updated in the college catalogue

3. English Dept. Hire - Stefani di Vito

- A. Motion by di Vito - "the English dept should be granted one full-time hire for Spring 2022"
 - a. Evan Nichols: seconded
 - b. Discussion by di Vito - support and reasoning as to why it is needed
 - i. Health Services was newly hired (but Stefani is not new faculty) and chairs were promised 4 'new' faculty hires. English was next on the list of hires.
 - ii. Gramp: "This is a financially neutral impact; will not need funding for a new position."
 - iii. Courtney Brown: He is "Not comfortable with a motion - there is a process already in place to prioritize faculty hires"
 - iv. Isela Gonzalez: English has two full time faculty members - lost Ann Elliot and Chriss Foster

1. Also AB705 as a concern is only taught by four full timers and a few adjunct
 - v. Linnea Williams: [the administration already has the means to follow through with this - why do we need a motion? Why is English the next in order?]
 - vi. Heather Casale: "I fully support this. We prioritized these hires."
 - vii. Dr. Johnson: "This motion makes sense, since we were given funding for 4 - I will bring this up to the chancellor." Speaking to Tom Renbarger and bringing it up to Academic senate
 - viii. Nghiem Thai: "The language we are speaking is not accurate. These salary savings were in the college budget, this is not 'new' money.
 - ix. Jon Murphy: "seems logical that the 4th position should be English, and automatic that the Veteran's counseling position should be filled."
 - a. Stefani di Vito final motion: "I move that the english dept be granted one full time faculty hire for Spring 2022."
 - b. VOTE: roll call vote -
ARTS/COMM YES, Kinesiology YES, English YES, Ethnic studies YES, Human Dev YES, EDT YES, Learning Resources YES, Library YES, Social Science NOT PRESENT, Counseling YES, Biology/Chem YES, Landscape Hort YES, Math PE YES, NHS YES, Business YES, Technology YES, Nursing YES, MEDAS YES, Nutrition YES, COSER YES, RADSCI NOT PRESENT, BIOSCI Yes, Legal admin YES, EMT NOT PRESENT
4. Steve Pantell Presentation
 - a. New CSU GE sheet has new additions (see AREA F - ethnic studies)
 - b. IGETC sheet has few changes and edits
 5. Faculty Evaluations - Inga Marciulionis
 - a. 48 evaluations completed in Sp 2021
 - b. Reminders of streamlining how to complete online evaluations using Helpdesk and Canvas
 - c. New processes online (4 weeks before the semester ends - evaluations are due)
 6. Accreditation Chair Report (Hilary Altman)
 - a. Stepping down
 - b. Need committee members for accreditation
 7. Tom Renbarger - Academic Senate Report
 - a. Need two women and two men for the committee of TRCs in human development faculty
 - b. SLOAC needs faculty members
 - c. If you have needs please contact Academic Senate president

- d. Note: Tom cannot send email through Merritt FAS
 - i. Discussion: How to send Merritt FAS (Merritt-all) email
 - ii. Merritt-faculty (restored)
 - iii. Question from di Vito: Student center funding formula; Hold Harmless funding is being apportioned for a 3-year period.
 - iv. Chriss Gramp: a note that we need new faculty hires to ensure full faculty committees

8. SLOAC

- A. Pay attention to Evan Nichols' email regarding the SLOs and color coding system; be sure the assessment work is completed on time
- B. Trainings for program review will be offered soon - reach out to Laura Forlin, Heather or Evan

9. CE Report

- A. Two new CE liaisons (Feather Ives and Michelle St. Germaine)
- B. Trying to get back on campus with Child Development

10. PFT Membership/Action - Sheila Metcalf Tobin

- A. PFT supports voting in the recall
- B. Chairs please reach out to new faculty - inform them of PFT membership

*(Side discussion): issues with student enrollment from Chris Gramp (opened a host of questions addressed to admin, and other faculty

11. Meeting Adjourned 16:57