

Merritt College CDCPD Meeting Minutes
September 30, 2020
3:00 – 5:00 p.m.

Zoom Link: <https://cccconfer.zoom.us/j/92860196218>

MEMBERS:

VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			
X	Arts/ Communication (Metcalf-Tobin, Altman, Ambalal)	X	Biology/Chemistry (Suarez)
X	Athletics/Kinesiology (Marciulionis)	X	Landscape Horticulture (Grampp, Forlin)
X	Counseling (Perez, Salceda)	X	Math/Physical Sciences (Ban, Dan Lawson)
X	English/Humanities (Nichols, Johnson)	X	Technology & Business (Mofidi, Brown)
X	Ethnic Studies (Seals)	X	Nursing (Williams)
X	Human Development (Moss, Briffa)	X	Medical Assistant (Murphy)
X	Education Technology (Ambalal)		Nutrition & Dietetics (Casale)
	Learning Resources (Santana)		Radiologic Science (Yates)
X	Library (Thai, Williams)		Biosciences (Giorgi, Ives)
			Legal Administration (Oliver, Willis)
			EMT/ Fire Science (Simmons)
NON-VOTING – List full name below, identify which constituency group each individual represents (place X in box adjacent to name when present)			

GUESTS: Denise Richardson, Marie Amboy, Lisa Webb, Stefani de Vito, Laura Cooper, Tom Renbarger, Lilian Pires

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order 3pm	
II. Approval of agenda	<ul style="list-style-type: none"> • Faculty prioritization should be added to agenda • Agenda approved as amended without objection 	
III. Approval of minutes, and minute-taker discussion	<ul style="list-style-type: none"> • Dan Lawson volunteers to take minutes for today's meeting 	
IV. Faculty evaluations (5 minutes) – Inga Marciulionis	<ul style="list-style-type: none"> • Use the most recent Fall 2020 evaluation spreadsheet. • All the evaluation information on the Merritt website is current 	
V. VPI report (30 minutes) – Denise Richardson	<ul style="list-style-type: none"> • Presents .ppt presentation (attached) • Should we make allowances in pathways for students who take longer than planned to complete the pathway? • Everyone should get involved in program mapping project • Class Climate will not be used for evaluations this semester • Have received several APUs; not due until Monday 10/26/20 • Will be online instruction at least through Spring 2020; please adjust resource requests accordingly • No word yet on number of possible new faculty positions for next year; proceed with faculty prioritization process anyway • PLOs must be in APUs for them to be considered complete • All faculty should complete the AP 4105 survey to verify that they meet the requirements to teach in Spring 2021. 	

	<p>Faculty members will not be barred from teaching because of the requirement that faculty have a webpage on the college website.</p> <ul style="list-style-type: none"> • Faculty will be paid for adapting their course to online teaching. VPI Richardson will send precise information via email about this stipend. • Equity means that we must ensure that each of our students achieve the support necessary to succeed. How are we doing this? • In some ways, online education is more conducive to equity. Some students are able to reach out more easily. • Some students have trouble with sustained reading. We must be more multi-modal in how deliver information. 	
<p>VI. Budget update (20 minutes) – Business Office (Lilian Pires)</p>	<ul style="list-style-type: none"> • Presents budget sorted by Activity Suffix via screen-share • College has some “big pots of money” available, e.g. <ul style="list-style-type: none"> • \$190,000 Lottery • \$600,000 CARES • Lottery funds roll over. LP will check on deadline for CARES funds. 	
<p>VII. Faculty Prioritization</p>	<ul style="list-style-type: none"> • Need to finalize the form and rubric • Various disciplines express plans to request new faculty members • We are required to include resource requests in APUs • We should vote on faculty prioritization in the November CDCPD meeting • According to IPB cycle, CDCPD makes prioritization decisions at November meeting and the President makes a decision in February 	

	<ul style="list-style-type: none"> • The prioritization process must be approved by PFT rep and Academic President • We should re-evaluate the process for next year – add to agenda for January CDCPD meeting • Next CDCPD meeting is November 4th. When is the Request Form due and to whom should it be sent? • Due date will be 10/28/20 at 5pm. Send completed forms to CDCPD chairs Chris Grampp and Laura Forlin. 	
VIII. Accreditation update (5 minutes)	<ul style="list-style-type: none"> • ISER almost done. Final review will be Monday 10/5/20. • College presidents working on November ACCJC response letters 	
IX. Academic Senate update (5 minutes) – Tom Renbarger	<ul style="list-style-type: none"> • Academic Senate meeting is tomorrow • The district released a report on the expenditures for the Measure E funds 	
X. Curriculum news and update (5 minutes) – Nghiem Thai	<ul style="list-style-type: none"> • Need to approve all emergency DE addenda • Adoria Williams is the DE coordinator for those addenda. Please 	
XI. SLOAC (5 minutes) – Laura Forlin	<ul style="list-style-type: none"> • SLOAC revised their bylaws to expand membership • Assisting faculty with PLO assessments • There is an APU training tomorrow 3-4pm. SLOAC is available to help with the assessment portion. 	
XII. Guided Pathways Areas of Interest proposal (5 minutes) – Stefani de Vito	<ul style="list-style-type: none"> • Need to approved the GP areas of interest at a future meeting 	
XIII. CTE report (5 minutes) – Jennifer Briffa		

XIV. PFT membership and action (5 minutes) – Sheila Metcalf-Tobin		
XV. Announcements and adjournment	<ul style="list-style-type: none">• Please attend Listening Sessions during College Hour• Meeting adjourned 5:12pm	