



Merritt College Academic Senate

Thursday, November 21, 2019
12:30 TO 2:00 PM – ROOM R29
AGENDA



1. Call to Order: Agenda Review

Note that reports in agenda items 3 and 4 are to be submitted in writing and read in advance by Senate members

2. Reading & Approval of Nov. 7, 2019 Minutes

3. Reports of Officers

3.1 President; 3.2 Vice-President; 3.3 Treasurer; 3.4 Recording Secretary; 3.5 Corresponding Secretary

4. Reports of Shared Governance, Standing and Special Committees

CDCPD-TBD, IEC-Renbarger, CC-Thai, CBC-Renbarger, MTC- Hackett, DE-Ambalal

5. Standing items: CE-Briffa; SLOAC-Casale; OER Grant-Hackett; GP Planning-de Vito; Accreditation-Lawson

6. New Business

6.1 Annual Program Update (APU) 2019-20 Submission and Validation: MCAS should develop a validation team for approval by the President. (10.9)

Next Step: Validating committees should distribute their rubrics for their part of the validation process.

6.2 Enrollment Management: There are potentially severe instructional cuts (~ 115 FTEF district-wide) looming in the Fall 2020 semester. What is our plan?

Next Steps: Revitalize the Strategic Enrollment Management (committee/work group/task force), get the word out about the Peralta Online Scheduling Tool (POST)

6.3 Grade Grievance Committee: We need a faculty and an alternate to serve on the Grade Grievance Committee for the remainder of the year.

Next Step: Can we get at least one MCAS member for this?

6.4 2020 ASCCC Events: The following events may be of interest:

- Accreditation Institute – Feb. 21 & 22, La Jolla
- Spring Plenary Meeting – April 16 – 18, Oakland Marriott
- Curriculum Institute – July 8 – 11, Riverside

Next Step: Identify Merritt attendees for all these events.

6.5 District Administration: MCAS will consider a resolution from BCC/DAS calling for adherence to the recommendation from FCMAT and CBT to reduce the number of Vice Chancellors at PCCD in a transparent manner.

6.6 Adjunct Faculty Senator Vacancy: Lowell Bennett has been elected as the second Adjunct Faculty representative to MCAS. (Ciddio)

7. Continuing Business

7.1 Merritt College Committee Appointments: MCAS must find members for the following committee vacancies:

MC Appointment to CIPD (“District Curriculum Committee”): A member of the MC Academic Senate (normally Academic Senate President, but MCAS President unavailable) **Distance Education** and **Technology Committees** still require two faculty appointments, as does the **Open Educational Resources Work Group**.

7.2 Policies and Procedures Manual: MCAS should spearhead the development of a Policies and Procedures Manual (10.6, 10.10)

Next Steps: Tom to contact Mario Rivas about the current status of the Policies and Procedures manual. What all should go into the manual?

7.3 Participatory Governance Handbook: The Participatory Governance Handbook is currently out of date (e.g. there is no entry for the DE Committee), and only a draft version is currently posted to our website.

Next Steps: MCAS should move that College Council direct all committees to review their charges and membership and compare to currently posted Handbook. MCAS President Renbarger will ask Dr. Rivas and/or Ann Elliott if there is a more up-to-date version of the Handbook in their files.

7.4 Merritt College Website: Merritt College’s website needs updating. Ciddio.

Next Step: Where will the money come from to do this?

8. Adjournment (Next meeting Dec. 5, 2019)

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

Title 5 53200 defines the Senate’s role as an organization whose primary function is to make recommendations with respect to the following policy development and implementation matters:

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
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