



## Merritt College Academic Senate

Thursday, November 7, 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 Oct. 17, 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.

### 6. New Business

#### 6.1 Budget Update Menzies (10.10)

**Next Step:** Close the loop on any outstanding budgets needing to be loaded.

#### 6.2 Accreditation Update: Lawson. (10.7)

**Next Steps:** Accreditation will move to a standing item in future MCAS agendas. Standard teams must meet to begin the gap analysis in earnest.

#### 6.3 Annual Program Update (APU) 2019-20 Submission and Validation: Due date for completed APUs is Nov. 14 for all units. (10.9)

**Next Step:** MCAS could make a recommendation as to the structure of the APU validation process.

#### 6.4 Educational Master Plan (EMP) 2021-27: College Council voted to postpone publishing a new EMP until the Spring of 2021. They also adopted a "one year after each ISER report" cycle for future EMP development (10.10)

**Next Step:** MCAS President Renbarger recommends the Senate approve the new EMP cycle timeline.

#### 6.5 Merritt College Committee Appointments: Merritt College does not have any members on the newly formed District Noncredit Committee.

**Next Step:** Merritt's VPSS and a Merritt Counselor are part of the membership.

#### 6.6 Participatory Governance Handbook: The Participatory Governance Handbook is currently out of date (e.g. there is no entry for the DE Committee), and only a draft version is currently posted to our website.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

#### 6.7 Merritt College Website: Merritt College's website needs updating. Ciddio.

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

### 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 College and District Administration: MCAS will consider two resolutions: A Merritt Classified Senate resolution to urge the immediate hire of a VPSS and Director of Meetings in R29 1<sup>st</sup> & 3<sup>rd</sup> Thursday of the Month

Financial Aid and a resolution from the BCC Academic Senate calling for adherence to the recommendation from FCMAT and CBT to reduce the number of Vice Chancellors at PCCD in a transparent manner. (10.11)

**7.3 CalBright (the online community college) Resolution:** State Chancellor Eloy Oakley responded to the District Academic resolution opposing the establishment of physical headquarters for CalBright within the boundaries of the Peralta Community College District and the duplication of programs offered within the district. MCAS President Renbarger recommends that MCAS still pass a modified version of this resolution. (10.4, 10.10)

**7.4 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?

**7.5 Adjunct Faculty Senator Vacancy:** Ciddio.

## 8. Adjournment

*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.*

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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