



Merritt College Academic Senate

Thursday, October 17, 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. 3, 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 Programs Without Loaded Budgets: The Senate will hear from representatives of programs who have not yet have their budgets fully loaded. (10.10)

Next Step: We must figure out what needs to be done to get budgets loaded ASAP.

6.2 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 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)

6.3 AD-T Program Development: PCCD reportedly left \$3 million on the table by the new Student-Centered Funding Formula due to insufficient development of Associate Degree-Transfer programs. (10.1)

Next Step: MCAS, Department Chairs, the Curriculum Committee, and Office of Instruction should plan for Merritt to develop a more robust set of AD-T programs.

6.4 Annual Program Update (APU) 2019-20: Due date for completed APUs was Monday, Oct. 14. Is this known across the campus (i.e. in Student Services)? (10.9)

Next Step: Make sure that all Instructional and Student Services departments and programs are aware of the recently passed APU deadline and encourage completion of their APUs.

6.5 Accreditation: The Accreditation tri-leads and standard tri-leads met on Tues., Oct 15. Approximate delivery date of the Institutional Self-Evaluation Report (ISER) to the Board of Trustees is mid-November 2020. (10.7)

Next Steps: Form committees and begin gap analysis work on the October 22 College Flex Day.

6.6 Educational Master Plan (EMP) 2020-25: Given the pressing need to complete the Institutional Self-Evaluation Report, the EMP may have to become a lower priority for this year. (10.10)

Next Steps: We will have to make the decision on whether to delay work on the new EMP for until the Spring or Fall 2020 semester. We might also consider whether to move to a six-year EMP cycle to avoid conflicts with future Accreditation ISER cycles.

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

Next Step: What all should go into the manual?

6.8 Adjunct Faculty Senator Vacancy: Currently, Simon Chan is the only adjunct faculty senator. We need to organize an election to find a second adjunct to serve.
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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 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)

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.

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