

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
DRAFT OCTOBER 4, 2018**

Agenda Item and Presenter(s)	Discussion	Follow-up Action	Decisions
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Present: Marta Zielke, Heather Casale, Tae-Soon Park, Tom Renbarger, Mario Rivas, Jennifer Yates, Dan Lawson, Sheila Metcalf-Tobin, Simon Chan, Alejandro Garcia, Ann Elliott, Marta Zielke, Jason Seals; Nghiem Thai; Marta Zielke;
 Guests: Timothy Hackett, Jennifer Briffa, Anahid Hassanabadi, Monica Ambalal, Syed Hussain; (Check your attendance)
 Recorder: Mary Ciddio
 Absent:

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1. Meeting Called to Order	<ul style="list-style-type: none"> • 12:35 p.m. 		12:35
2. Review of Minutes from 9/20/18 Previous Meeting	<ul style="list-style-type: none"> • n/a 		Minutes accepted and approved with no changes.
3. Reports of Shared Governance	<ul style="list-style-type: none"> • CDCPD-Metcalf-Tobin, lots of complaints re class cancellation, online classes, - bring parties to senate for further discussion; • IEC-Rivas, • CIC-Thai, one year catalog for peralta coming; • CBC-Lawson, • MTC- Hackett, meeting tomorrow; How to proceed with one peralta and information security issues – how to develop a response team for our security; IT – issues of replacing Asst. VC via interim; • OER CHAIRS: met to develop practice standards; • Facilities: • DE-Ambalal 		

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<p>4. Standing and Special Committees</p>	<p>CE (Formerly CTE)-Briffa; SLOAC-Forlin; OER Grant-Hackett; Guided Pathways Planning- de Vito.</p>		
<p>5. New Business</p>	<p>New Business Program Review Validation – no feedback received as part of validation process. Need substantive feedback from faculty</p> <p>District laying off classified staff. Issues of illegality brought up – Union requests that so many part time/temporary positions have full time perm positions identified to address staffing issues.</p>	<p>Motion to set up a Program Review Validation Team Ann Volunteers Heather as the Chair and she will be co-chair?</p> <p>Motion: Call for meeting having district classified, President and faculty present to</p>	<p>Moved by Heather Seconded by Ann Passed by all. Ann will send out a doodle to set meeting.</p> <p>Moved by Ann, and Seconded by Mary</p>

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	<p>Discussion on process, invite everyone to campus wide meeting as soon as possible. Moved by Ann, second by Mary, all approved.</p> <p>6.1 MCAS Goals for 2018-19. Senate will finalize 2018-19 goals by discussing tasks related to achieving goals. Rivas (10+1 1-10) We will keep building on the 3 goals. Please respond to Mario's self assessment sent out.</p> <p>6.2 Request for clarity regarding BSSOT, BSI, Equity, SSSP funding totals. The Senate will discuss the need for a clear statement from college administration regarding what funds are available to support faculty priorities in the areas of BSSOT, BSI, Equity, and SSSP. Lawson notes (10+1 10)</p>	<p>clarify the process going forward to resolve this issue</p> <p>Motion by Ann: Call for meeting having district classified, President and faculty present to clarify the process going forward to resolve this issue</p> <p>Please respond to Mario's self assessment sent out.</p>	<p>and passed by the senate.</p>

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	<p>Discussion: Committee has yet to meet this year. F/U with VPSS – Jose Salceda will be Counselor rep to this Equity/BSI, SSSP – Integrated plan. No extra equity and 3sp \$ - all allocated.</p> <p>Need clarity on spending. BSI \$2 M comes to district as Student Equity and Achievement \$ comes to colleges from District. Is the money allocated impacting the integrated plan. No response to requests for money.</p> <p>6.3 Review and approval of CIC by-law changes and faculty purview of DE. The Senate will hear from CIC Chair regarding recommendations for by-law changes. Also, there will be a discussion regarding the Senate’s 10+1 role with respect to DE program developments. Thai/Ambalal (10+1 4, 5, 6 [see below])</p>	<p>Motion: Have Pres and VPSS be present at next meeting to address the issue. Moved by Heather.????</p> <p>Support Faculty Leadership; make list of faculty involved in college leadership. Moved by Mary and Seconded by Tom. Mario and Mary to work on this.</p> <p>Motion to change name to Merritt College Curriculum Committee. (See notes) and change 4 + 2 to 6. ?? Ann</p>	<p>Motion: Have Pres and VPSS be present at next meeting to address the issue. Moved by Heather.???? Second by?</p> <p>Moved by Mary and Seconded by Tom. Mario and Mary to work on this.</p> <p>Motion to change name to Merritt College Curriculum Committee Moved by Ann, Second by Mary Passed by Senate</p>

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	<p style="text-align: center;">Motion to change name to Merritt College Curriculum Committee. Change 4 + 2 to 6. (?) Ann moved; Mary Second. Passed</p> <p>6.4 Building Accreditation Leadership in the Merritt Faculty. The Senate discuss how to best build on-going faculty leadership in the area of accreditation. Rivas (10+1 6, 7, 9, 10 {see below})</p> <p>Discussion re Faculty leadership need in accreditation. Go on college visits to learn. Call for faculty to get involved. Perhaps do it on flex day workshop; go directly to faculty and encourage them; have a member from each committee be a part of the accreditation; VPI is accreditation point person – identify standards to review and assess. We faculty need to identify how to proceed. The more we can integrate it into our work the easier it would be. Identify how the work we are doing line up with this specific standard? Professional Development day for Faculty and Institutional Development Flex day too to work on program review. When we map our SLO's to ILO's imbedding accreditation standards into ongoing faculty work. We should come up with a model.</p> <p>Faculty with Ed.D.'s should have knowledge in this area. Get experts from state academic senate to</p>	<p>moved; Mary Second. Passed</p>	

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	<p>come do a presentation on how to proceed. Create a Mock Accreditation Team to do a review of our practices to identify problems before we get told by accreditation committee. Look at Syllabi to see how they relate to accreditation standards.</p> <p>6.5 Draft of Merritt College Enrollment Management Plan 2017-20. The Senate will continue discussion regarding the an updated draft of the SEM Committee’s Enrollment Management Plan for Merritt College, including how the plan will be connected to the new state funding formula for community colleges. Rivas/Renbarger/Hussain (10+1 1, 4, 5, 8,</p>	<p>Oct. 25 is flex day – Dan and Mario would have faculty meeting sometime in afternoon to determine how to change flex day to be meaning full for faculty. Add online participation option.</p>	<p>Suggestion to get feedback from senate, chairs, and trickle down</p>

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6. Reports of Officers	Officer reports were briefed due to lack of time and significant meeting agenda <ul style="list-style-type: none"> • President: Submitted • VP: • Treasurer: No report • Recording Secretary: Minutes uploaded 		
7. Adjournment			2:10 p.m.

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