

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes**

DRAFT February 21, 2019

Present: Marta Zielke, Heather Casale, Tae-Soon Park, Tom Renbarger, Mario Rivas, Jennifer Yates, Dan Lawson, Ann Elliott, Mary Ciddio, Anita Black, Jason Seals, Anita Black
 Guests: Timothy Hackett, Nghiem Thai, Monica Ambalal, Syed Hussein.
 Recorder: Mary Ciddio
 Absent: Sheila Metcalf-Tobin

Agenda Item and Presenter(s)	Discussion	Follow-up Action	Decisions
1. Meeting Called to Order 2. Review of Agenda	<ul style="list-style-type: none"> • Called to order at 12:35 p.m. • 		Agenda accepted
2. Review of Minutes from Previous Meeting 2/7/19	<ul style="list-style-type: none"> • 	Correction of Dan Lawson's attendance who was present	All accepted the minutes as amended.
3. Reports of Officers	<ul style="list-style-type: none"> • President: • Enrollment Management Sloac, DE Budget Committee SEA Plan and other issues. Need to work together regardless of our differences • VP: IEC Institutional Effectiveness Committee Program Reviews need to be checked for completeness – for non-fund 1 requests on a timeline that gets it to the District by March 29. Need feedback from deans, sloac, curriculum. Sloac ready to start review so they can provide feedback and corrections that need to be made. 	Mario to send email to president	

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	<p>Discussion on timeliness of a viable program review for next year should be done soon. Use APU template if new program not available. Coordinate with VPI for review. Policy and Procedures meeting 1-3 on Mondays.</p> <ul style="list-style-type: none"> • Treasurer: Zielke • Recording Secretary: Mary Ciddio - All notes for prior meetings have been finalized and upload. • Corresponding Secretary: Tae Soon Park was elected for this position in Spring 2018. <p>Election Committee: On next agenda</p>		
<p>4. Reports of Shared Governance, 5. Standing and Special Committees</p>	<ul style="list-style-type: none"> • CDCPD: Metcalf-Tobin • CIEC Institutional Effectiveness Committee: Tom Renbarger. • CIC: Curriculum Committee: Nghiem Thai – report ACCJC training – identification of subjects and verbs to determine what needs to be done. Learn about the process by being on a team. Merritt needs some participants – Tom will do it. Also need to look at the structure of our team. And need for release time. • CBC: Lawson (College Budget Committee) New Chair, Linnea Willis 		

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	<ul style="list-style-type: none"> • Merritt Technology Committee: Tim Hackett and Jennifer Yeats Discussion of OER, IT position, (Tony is going to retire) needs follow up. Library platform changing. Minh Lam new IT VC at District. Need reps on advisory committee – small steps approach. Components specifics – general only. Mario will be inviting him to senate meeting. Tony is already gone. He has to train the back up person being posted. Follow up with president – Sal + someone? Is there equipment in storage that we can use for groups like Sankofa – need to follow up. • DE: Ambalal – Instructors are assigned online classes without training. We need to address this. Contract Faculty teaching online – should be doing fair share of face to face on campus. Maybe more Hybrid. Agenda Item for next meeting. Need tracking plan of who is trained and who is not. Develop a plan and consequences for those not qualifying. • Career Education: Briffa • SLOAC: Casale. • OER: Grant-Hackett Open Education Resources • Guided Pathways Planning – de Vito 		
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<p>6. New Business</p>	<p>6.1 MCAS Scholarships. The Senate will formally approve up to \$5,000 funds for Senate scholarships and supplies, and finalize process for collection and review of scholarship applications. Zielke (10.10)</p>	<p>Motion made by Tae Soon seconded by Dan Lawson</p>	<p>Approved by all</p>
	<p>6.2 Confidence/No Confidence recommendation regarding Chancellor Laguerre’s administration to DAS by MCAS. The Senate will review all information related to DAS challenge to Chancellor Laguerre’s administration and make recommendation regarding DAS action in this area. Rivas (10+1.11)</p>	<p>Ann: Motion on the floor to authorize DAS to take action they deem appropriate regarding a vote of confidence/no confidence/ Censure based on the experiences they have had and the data they have including the survey results.</p> <p>DAS did survey out to faculty of all 4 colleges and results will be tallied. (Classified Senate will act on their own)</p>	<p>Second by Heather 8 in favor, 2 Abstain.</p>

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	<p>6.3 Program Review timeline and related concerns. The Senate will get an up-date from IEC regarding completion of PR process, including validation and resource allocation. Renbarger (10+1.9; 10)</p> <p>6.4 Review of draft of PCCD Non-Credit Plan. The Senate will review a draft of the proposed PCCD Non-Credit Plan, and consider how the Plan can support Merritt’s development of non-credit offerings, including the possible need to have a joint Senate/Administration committee. Rivas/Elliot (10+1.4)</p> <p>6.5 Faculty leadership and succession planning for 2019-20. The Senate will discuss the need to identify and recruit faculty leadership in key areas of college functioning, including the possible need to have a joint Senate/Administration committee. Rivas/Elliot (10+1.4)</p>	<p>Looking at the specifics for the vote of no confidence</p> <hr/> <p>Discussion – should be part of the role of the campuses and rolled into the Curriculum Committee</p>	<p>For further discussion.</p>
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7. Adjournment			2:11 p.m.

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