

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
MAY 16, 2019**

8Present: Marta Zielke, Tae-Soon Park, Tom Renbarger, Mario Rivas,, Dan Lawson, Ann Elliott, Mary Ciddio, Sheila Metcalf-Tobin, Simon Chan, Marty Zielke, Anita Black
 Guests: Timothy Hackett, Monica Ambalal, Stefani de Vito, Jennifer Briffa, VPI David Johnson, Ron Moss
 Recorder: Mary Ciddio,
 Absent: Jason Seals, Heather Casale, Jennifer Yates

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 12.39p.m. • Discussion- Strike 6.4 from agenda. 		Agenda accepted with change
2. Review of Minutes from Previous Meeting 5/2/19	<ul style="list-style-type: none"> • Review of minutes from 5/2/19 		Accepted as amended
Comment from Jon Murphy	<ul style="list-style-type: none"> • Need to prioritize the hiring of another mental health therapist. Doiuisccussion with President. Required per new CCCC legislation 1 counselor per 1500 students 	Follow up in fall	
3. Reports of Officers	<ul style="list-style-type: none"> • President: - Notes academic senate president roles and responsibilities in handouts. There is a window during which we can do the academic senate constitution update • VP: Going through the program review goals and providing the validation of the goals. • Treasurer: Zielke; • Recording Secretary: Mary Ciddio Completed the election requirements and invited all new to come 5/16/19 		Agreed that Serena Williams will be given the Norbert Bischof Award. Motion to accept the recommendations of the committee, Moved by Dan seconded by

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	<p>We of the academic senate want to congratulate the new senators: Contract Faculty Jennifer Briffa -18 Ronald Moss- 18 Stefani de Vito- 20 Frances Moy - 19 Dan Lawson-19 Tae-Soon Park-18 Derrick Ross-15 (one year term)</p> <p>Adjunct Faculty: Simon Chan -8 votes</p> <p>We congratulate all of you and invited you to join us at this our last meeting of the academic year. We need to hold another election in Fall for second part time senator.</p> <p>WE WELCOME THE NEW ACADEMIC SENATE FOR 2019-2020</p> <p><u>Officers and Assignments</u> Tom Renbarger, President Mary Ciddio, Vice President Marta Zielke, Treasurer Dan Lawson, Recording Secretary Stefani de Vito, Corresponding Secretary</p>	<p>Fall election for new part time senator or should president appoint – check with constitution</p>	<p>Jennifer. Approved unanimously.</p>
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	<p>Jennifer Briffa, DAS Representative Dan Lawson, Alternate DAS Representative</p> <p><u>New Senators * and Re-Elected Senators:</u> *Stefani de Vito – 2019-2021 *Jennifer Briffa – 2019-2021 Dan Lawson – 2019-2021 *Ron Moss – 2019-2021 *Frances Moy – 2019-2021 Tae-Soon Park – 2019-2021 *Derrick Ross – 2019-2020 (one year assignment) Simon Chan - PT</p> <p>(We have only one part time Senator. The President should appoint another in the Fall or we should hold another election)</p> <p><u>Senators on second year of office:</u> Heather Casale – 2018-2020 Tom Renbarger– 2018-2020 Marta Zielke – 2018-2020 Jennifer Yates – 2018-2020 Mary Rose Ciddio – 2018-2020</p> <p>We thank Mario Rivas for his dedication and effectiveness as our Senate President.</p>		
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<p>4. Reports of Shared Governance,</p> <p>5. Standing and Special Committees</p>	<ul style="list-style-type: none"> • CDCPD: Metcalf-Tobin – Discussion on Issue of going from 3 deans to 2 deans • CIEC Institutional Effectiveness Committee: Tom - Looking at goals it is a long process but they are working on getting rubrics available to evaluate the funding disseminations. Program reviews – some sent to Vickie Menzies but so many delays – student services needs to be a part of the process. Links to data went with the loss of functionality for the format. • CIC: Curriculum Committee: • CBC: Lawson (College Budget Committee) Discussion of funding losses or freezes for unfilled positions. Suggestion that unfilled approved positions be backfilled by part timers. We have at least 4 positions that should have been posted but chancellor says no – it was agreed that they could be backfilled. Is there a budget for full time positions? They were approved for budgeting in 18-19 – we should know what we are expecting in May before the budget gets loaded. Check on those that are not yet filled – can we use that \$ for back filling for part time with that money. Adil Ahmed, budget at the district – Adil notes we should be able to backfill. Director Mendies advocates well for 		<p>Motion that the current Chair of chairs be compensated retrospectively and be compensated via release time in the future. Moved by Mary, seconded by Sheila Passed with 9 voting yes, no abstentions.</p>
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	<p>the college. Does District know what the budget is for this year.</p> <p>Projecting \$2 Million excess for this year.</p> <ul style="list-style-type: none"> • Merritt Technology Committee: Tim Hackett and Jennifer Yates Need two faculty appointees for next year and one classified for next year. Succession planning – for Tony etc. Call for people to identify critical positions that need to be filled. Money coming from Chancellors office for _____ • DE: Ambalal - Log online. CVC - OEI Consortium. Finish Online Faster. We Joined the consortium. Resolution – sent in emails. Free resources: Cranium Café, Name Coach, etc. +- 56 schools approved so far. Monitor the progress. Courses are articulated to the OEI consortium. Targets IGETC courses. Different from the Online college – 115th • Career Education: Briffa – Now a senator CE Liaison position for 2 years. Needs to be approved for another 2 years if she continues as CE Liaison. Wants to help the Ce world as we go on, be transparent – issues with restructuring, programming – need reliable facts and data. Evaluation of faculty – accreditation issue – especially on line faculty. Staffing issues – IA’s – Faculty and students 	<p>Need action re IA’s in fall to speak to the board.</p> <p>Mario recommends increasing the senate meeting to 2 hours.</p>	<p>Senator Briffa will be approved for another 2 years session as CE Liaison. Moved by Tae Soon and Seconded by Dan. Unanimous decision.</p>
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	<p>need to speak to the Board regarding hiring IA's – safety issues.</p> <ul style="list-style-type: none"> • SLOAC: Marty Zielke – Maybe remove admin re. • OER Grant: Hackett - Open Education Resources • Guided Pathways Planning – de Vito – Tuesday May 14, 12-2 • Mental Health Training has been done at BCC – we have till Mid June to complete this – 8 hour training or could do it in June 5 and 6 from 9-1:00. Free now but \$170 per person later. Consider June. Minimum 10, max 30. Stefani will send out email. Meeting P-307 • Guided pathways leaders from 3 colleges met to discuss how to proceed and was approved by DASCC; Issues for support: We need technological assistance so all colleges are consistent; need researchers. We need webmaster to get MYPath up and running – that is not currently in the plan – industry partners not happy with our website. Dr. Ramos has a contact who can help correct the pages on CyberSecurity 		
6. New Business	6.1 Faculty leadership recognition pin. The Senate will choose a pin wherein the Senate will recognize faculty leadership on campus. Yates (10.11)	It was recommended that this be on next agenda following	

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	<p>Discussion. Faculty only? Define criteria for one to earn it. Questions on why not develop a process and qualifications for getting one.</p>	<p>comment by Dan to develop a process first. All want to have people be recognized. Include Classified and call it a leadership pin. Look at chancellors award.</p> <p>HOLD: Moved by Ann and Seconded by Simon to accept purchase of a small pin for Senate Faculty Recognition for. Further discussion needed on qualifications.</p> <p>Mario will upload that to the Senate website for all to see. We could send DAS a motion that we continue the current release</p>	<p>Motion by Mary and Second by Jennifer that we continue the current release time for Senate Officers with support from the district</p>
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	<p>6.2 Senate officer succession. The Senate will discuss Executive Committee succession for 2019-20. Rivas (10.10; 10.11) Ideas for spreading out the share of the work. Identify the role and responsibilities of the executive positions.</p> <p>Senate Elections were held with the following results:</p> <p>President, Tom Renbarger</p> <p>Vice President, Mary Ciddio</p>	<p>time for Senate Officers with support from the district</p> <p>Discussion on elections</p> <p>Mario will Ask president about posting VPSS to get started.</p>	<p>The senate unanimously approved the new Officers</p> <p>Motion by Sheila Senate rejects the idea of reducing to a two dean structure in instruction and we ask our administration to push back hard against the district Office with these cuts and provide transparency with current funding and</p>
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	<p>Treasurer, Marta Zielke</p> <p>Recording Secretary – Dan Lawson</p> <p>Corresponding Secretary – Stefani de Vito</p> <p>6.3 Academic Program viability and productivity. With the advent of possible budget reductions as well as implementation of initiatives such as the Student Equity and Achievement Program (SEA) and Guided Pathways, there is discussion about developing a process to review Academic Program’s productivity and viability. The Senate will discuss how to best address these developments so as to ensure that faculty are consulted regarding any discussions related to possible program restructuring and/or discontinuance. Rivas/Johnson (10.10; 10.11) Discussion on options. Could Dean</p>	<p>Recommendation by Dr. Black to have Minh Lam come to the senate meetings. Have district support the Senate.</p>	<p>provide alternative options. Passed by all!</p>
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	<p>Ramos be paid from SWF? Also missing VPSS. Issues of compliance with spreading work around. VPSS - ? repost the position. We don't want to lose those who are here. We need more information on what the deficit is and where the money is.</p> <p>6.4 Merritt College Institutional Set Standards (ISSs). The Senate will have an initial discussion of defining Institution Set Standards for Merritt College for 2019-20. In the Senate meeting of May 16, 2019. The Senate will deliberate on ISSs for 2019-20. Rivas/Elliot (10.5) 5 areas – Retention fall to fall</p> <p>Baseline in the 5 areas.</p> <p>Need to correct the report – we need stretch goals for transfer for 18-19. Baseline, ISS and Stretch goals. Mario will work with VPI on this and have the senate review the corrected report.</p> <p>VPI notes report was not submitted without Senate approval – did it based on the prior reports. Need to add retention. Discussion on the needed report and should be done in March of each year. This report will be updated before the end of Spring.</p>	<p>Discussion</p>	
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	<p>Accolades to Mario from Dr. Johnson.</p> <p>6.5 OER status report and challenges for 2019-20. Hackett (10.10) Stipend for various levels of participation, ZTC Survey – do it with your class; University of Minnesota workshop last Friday – OER materials should be the default choice. OER’s webinars every Friday. See sheet. State Academic Senate has a list of resolutions. Summer support available with funding. Seeking new members for OER. Equity issue – offer free materials. Share information across campuses.</p> <p>6.6 Joint Senate/Administration Committee on Non-Credit. The Senate will continue discussion on the possibility of initiating a Senate/Administration Non-Credit Committee. With input from faculty and administrators, the District has developed a Non-Credit Plan, one part being that each college would have a faculty coordinator of Non-Credit who possibly would co-chair a college Non-Credit Committee. Rivas (10.10)</p>	<p>To do – follow up on next meeting</p>	
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7. Adjournment			2:16 p.m.

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