

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
MAY 2, 2019**

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

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 12:30 p.m. • 		Agenda accepted as amended
2. Review of Minutes from Previous Meeting 2/7/19	<ul style="list-style-type: none"> • Review of minutes, 		Accepted as amended
3. Reports of Officers	<ul style="list-style-type: none"> • President: - • VP: • Treasurer: Zielke; \$12,000; scholarship recipients identified and reviewed. Candidates noted. Agreement noted that Serena Williams will get the Norbert Bischof award since the other candidate has already been identified for one other scholarship • Recording Secretary: Mary Ciddio <p>We of the academic Senate want to congratulate the new senators: Contract Faculty Jennifer Briffa -18 Ronald Moss- 18</p>		<p>Agreed that Serena Williams will be given the Norbert Bischof Award. Motion to accept the recommendations of the committee, Moved by Dan seconded by Jennifer. Approved unanimously.</p>

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.

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
MAY 2, 2019**

	<p>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 invite you to join us at our last meeting of the academic year. And New elections will be held at that time. We need to hold another election in Fall for second part time senator. Thursday May 16, 2019 In R-28 from 12:30 to 2:00 pm.</p> <ul style="list-style-type: none"> • Corresponding Secretary: 		
<p>4. Reports of Shared Governance,</p> <p>5. Standing and Special Committees</p>	<ul style="list-style-type: none"> • CDCPD: Metcalf-Tobin – Making compensation for Chair of Chairs and that current Chair be compensated and that in the future it be done via reassign time. VPI Johnson had noted that each reassign time be evaluated as to being an equitable amount. 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 rubrics to evaluate and substantiate the goals of the departments. 		<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</p>

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.

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
MAY 2, 2019**

	<ul style="list-style-type: none"> • 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) Last meeting 4/17/19 – office 365 called the Budget Hub with all kinds of information You have to attend the training to get access to this site. Looking at fund 1 requests. Division one to having a training for all. • 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 - • Career Education: Briffa – Concern re restructuring – CE works well with the dean and is the fastest growing part of the college Dean Ramos still does not have an assistant Evaluation process for online instructors – very detailed, 3 pages, one week for the 		<p>Passed with 9 voting yes, no abstentions.</p>
--	---	--	--

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.

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
MAY 2, 2019**

	<p>evaluation, too many steps, too complicated. Evaluation is valuable. Requested grant coordinator – not moving forward - Per President Put on agenda for next time</p> <ul style="list-style-type: none"> • SLOAC: Casale. • 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. Free now but \$170 per person later. Consider June. Minimum 10, max 30. 	<p>Grant Coordinator position on next agenda.</p>	
<p>6. New Business</p>	<p>6.1 Faculty leadership recognition pin. The Senate will choose a pin wherein the Senate will recognize faculty leadership on campus. Yates (10.11) Discussion. Faculty only? Define criteria for one to earn it. Questions on why not develop a process and qualifications for getting one.</p>	<p>Recommended that this be on next agenda following comment by Dan to develop a process first. All want to have people be recognized. Include Classified and call is leadership pin. Look at chancellors award.</p>	

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.

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
MAY 2, 2019**

	<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>6.3 Academic Program viability and productivity. With the advent of possible budget reductions as well as implementation of initiatives such as the</p>	<p>HOLD: Moved by Ann and Seconded by Simon to accept purchase of a small pin for Senate Faculty Recognition for</p> <p>Mario will upload that to the Senate website for all to see.</p> <p>We could send DAS a motion that we continue the current release time for Senate Officers with support from the district</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>
--	---	---	---

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.

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
MAY 2, 2019**

	<p>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 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)</p> <p>Review of report submitted that did not go through Senate - David Johnson will come next time to go over the report. Get the prior year's report to compare. We need to communicate about this as it</p>	<p>Mario will Ask president about posting VPSS to get started.</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 provide alternative options. Passed by all!</p>
--	--	--	--

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.

**Peralta Community College District
Merritt College Academic Senate Meeting Minutes
MAY 2, 2019**

	<p>relates to guided pathways. This should have been looked at when we had the Summit. Planning needs to be done more timely.</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>Tabled till next time</p> <p>To do – follow up on next meeting</p>	
7. Adjournment			2:16 p.m.

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.