

MERRITT COLLEGE
Minutes of the Academic Senate Meeting
February 17, 2011

- PRESENT:**
- ✓ Black, Anita (President)
 - ✓ Park, Tae-Soon (Vice President)
 - ✓ Trotter, Audrey (Treasurer)
 - Seals, Jason (Corresponding Secretary)
 - Alexander, Alexis
 - Brown, Siri
 - ✓ Dimopoulos, Barbara
 - ✓ Elliott, Ann
 - ✓ Greenside, Mark
 - ✓ Litchfield, Ken
 - ✓ McLean, Carlos
 - ✓ Mofidi, Fereshteh
 - ✓ Murphy, Jon
 - ✓ Santana, Isela Gonzalez
- Absent:** Alexis Alexander, Siri Brown and Jason Seals
- Guests:** Dr. William Love and Alejandria Tomas

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. CALL TO ORDER	Meeting was called to order at 12:40 p.m.	
II. READING & APPROVAL OF MINUTES	The Merritt College Academic Senate (MCAS) approved the February 3, 2011 meeting minutes as amended.	
III. UNFINISHED BUSINESS <ul style="list-style-type: none"> ❖ Faculty Senate Elections ❖ Scholarship 	<p>March 2 to 15, 2011 – Nomination Period March 23 to April 5, 2011 – Election Period The box will be borrowed from the Associated Students of Merritt College (ASMC). The lock for the box will be provided by Black.</p> <p>The existing scholarship application will be forwarded to the whole campus. The MCAS will create a new scholarship to accommodate Basic Skills or Freshmen students. The creation of a new scholarship will remain a standing item in the MCAS agenda.</p> <p>Park also mentioned that there is a possibility that the Merritt College Awards Banquet will be cancelled this year because of budget cuts. If it is cancelled, the MCAS will have to award the scholarships themselves in a simple ceremony/meeting.</p>	<p>MOTION: The MCAS will spend \$ 3,600.00 for the Spring 2011 scholarships.</p> <p>Cancellation of the Merritt College Awards Banquet will be on the next MCAS agenda.</p>

❖ Ethics Committee	<p>Black reported that she met with the chairs of the other Shared Governance Committees to discuss the possible establishment of e-mail policy in Merritt College. The MCAS discussed the following:</p> <ul style="list-style-type: none"> ✓ Greenside noted that enforcing an e-mail policy is a union issue because it is about working conditions. This is an on-going issue between the Peralta Federation of Teachers (PFT) and the Peralta Community College District (PCCD) because the PCCD has tried several times to limit the use of the e-mail system. He also warned that the proposed ethics policy will be in violation of free speech. ✓ Trotter mentioned that one of the results of the Ethics Workshop, which was held on January 20, 2011, was that Merritt College employees need to be trained of e-mail etiquette. She pointed out the intent is not to restrain e-mail usage, but to train people on the proper use of the e-mail system. She suggested that the MCAS sponsor two events: E-mail Usage Workshop and an Open Dialogue regarding free speech and what the PFT and the PCCD are doing about it. ✓ Dimopoulos withdrew from being the Chair of the Ethics Committee. Dr. William Love volunteered to be the Chair of the Committee. 	
❖ Senate Retreat	The MCAS Retreat will be postponed until further discussion.	
IV. REPORT OF OFFICERS		
❖ Faculty Ad Hoc Committee	Black and Greenside, as members of the Faculty Ad Hoc Committee, reiterated that the committee does not deal budgetary matters. The sole charge of the committee is to study the possibility of college discipline collaboration and college specialization to enhance the curriculum offered in the PCCD.	
V. NEW BUSINESS		
❖ Budget Reductions	The recent decision to lay off the deans in Merritt College and College of Alameda alarmed the MCAS because the decision seemed to have come from the administrators without going through the usual shared governance process. The drastic budget reduction has greatly affected the integrity of the curriculum in Merritt College.	MOTION: The Merritt College intends to assert its primacy over curriculum and student services as per AB 1725 and intends to begin a review of the student services available and the curriculum cuts being made to determine discipline and program viability and effectiveness.

VI. REPORTS OF STANDING & SPECIAL COMMITTEES		
VII. ADJOURNMENT	The meeting adjourned at 2:15 p.m.	

(From Title 5 Section 53200)

Academic Senate means an organization whose primary function is to make recommendations with respect to *academic and professional matters*.

Academic and Professional matters means the following policy development 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 as mutually agreed upon.