

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

- PRESENT:**
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|-----------------------------------|----------------------|---------------------------|
| ✓ Black, Anita (President) | Brown, Siri (leave) | ✓ Love, William |
| ✓ Park, Tae-Soon (Vice President) | Ciddio, Mary (leave) | ✓ McLean, Carlos |
| ✓ Trotter, Audrey (Treasurer) | Elliott, Ann | Mofidi, Fereshteh |
| Alexander, Alexis | ✓ Holloway, Jason | ✓ Murphy, Jon |
| | Litchfield, Ken | ✓ Santana, Isela Gonzalez |

Absent: Alexis Alexander, Ann Elliott, Ken Litchfield, Fereshteh Mofidi, Isela Gonzalez Santana

Guests: Ms. Marta Zielke, Ms. Alejandria Tomas

AGENDA ITEM	SUMMARY OF DISCUSSION	FOLLOW UP ACTION
I. CALL TO ORDER	Meeting was called to order at 12:50 p.m.	
II. READING & APPROVAL OF MINUTES	The Merritt College Academic Senate (MCAS) tabled the approval of the September 15, October 6 and November 3, 2011 meeting minutes.	
III. REPORTS OF OFFICERS		
PRESIDENT'S REPORT ❖ DAS UPDATE	<p>Black reported the following:</p> <ul style="list-style-type: none"> ❖ Dr. Mark Swiencicki, District Academic Senate (DAS) Member, is forming a Smart Classroom Committee to oversee the installation and implementation of the Smart Classrooms. MCAS has to appoint a representative to that committee. Ms. Patricia Rom, Mr. Tony Hampton and Ms. Alexis Alexander are not available to serve on the committee. ❖ The DAS reviewed and approved the proposed revisions to several Board of Trustees (BOT) Policies and Administrative Procedures (AP). The only issue they had was with AP 4021 which deals with program review, consolidation and discontinuance. The DAS recommended that there should be collaboration between the colleges involved when there is problem discontinuance. ❖ There will no longer be intra-district faculty transfers for Merritt College and College of Alameda (COA). When Chancellor Wise Allen and Vice Chancellor Deborah Budd were asked why there has not been any consultation and/or discussion regarding this matter. The response was that Merritt College and COA were consulted regarding this matter last year. Black noted that the college administrative team of Merritt and COA were also not aware of this. They also said that parity had to be given to Laney College and Berkeley City College (BCC). 	

<p>TREASURER’S REPORT</p>	<ul style="list-style-type: none"> ❖ Because of the new budget allocation model which gives 40% to Laney College and 20% each to Merritt, Laney and BCC, Merritt has to give up 2% of its budget, which equates to \$2.3 million. <p>The following were discussed by the MCAS:</p> <ul style="list-style-type: none"> ❖ All Merritt representatives to the Planning and Budgeting Integration and Education Committee should attend the meeting as votes might be needed for Merritt. ❖ The intra-district faculty transfers announced are voluntary, but if no one volunteers, there is a big possibility that involuntary transfers will be implemented. This will severely impact Merritt College. ❖ It was noted that according to Ms. Dera Williams, Staff Person in the Office of Instruction, Merritt College only has 76 full-time faculty and 112 part-time faculty. Merritt College has also lost a number of classified staff. ❖ The whole college community has to be gathered and go to the BOT to fight for Merritt College. <p>CURRENT BALANCE: <u>\$ 9,470.81</u></p> <p>Trotter noted that the MCAS needs to encourage more faculty to become dues paying members, especially now that a scholarship will be offered.</p>	
<p>IV. REPORTS OF STANDING AND SPECIAL COMMITTEES</p>		
<p>V. UNFINISHED BUSINESS</p> <ul style="list-style-type: none"> ❖ STUDENT SUCCESS FOLLOW UP 	<p>Black proposed holding a campus wide dialogue to discuss student success and establishing the structure for developmental education and student services for these students. Black noted that Ms. Lin Marelick will be invited to facilitate the discussion. The following people will be invited:</p> <ul style="list-style-type: none"> ❖ Dr. Chriss Foster ❖ Ms. Teresa Williams ❖ Foundations for College Success (FOCUS) Team ❖ English Department ❖ Math Department ❖ Counselors <p>Trotter noted that the efforts of the FOCUS Team on establishing a Developmental Education Structure should be considered in this dialogue. She requested that this matter be discussed during the next FOCUS Team meeting before finalizing the schedule for the dialogue.</p> <p>Black also announced that a team from the Washington Center will be visiting Merritt</p>	

❖ ETHICS COMMITTEE	College on February 23 and 24, 2012 to conduct a workshop on Learning Communities. Black reported that the DAS is also considering establishing an Ethics Committee. This initiative might be able to help the MCAS establish its own Ethics Committee. Black will keep the MCAS informed.	
VI. NEW BUSINESS ❖ NEW SCHOLARSHIP	The following were discussed: <ul style="list-style-type: none"> ❖ A new scholarship for vocational and first-year experience students will be offered by the MCAS. The same scholarship application that the MCAS uses for all its scholarships will be used for these scholarships. A small working group will be created and charged with creating the eligibility criteria for these scholarships. Trotter noted that CTE/Vocational faculty members have to be encouraged to become MCAS dues paying member. ❖ The scholarship committee has to meet to discuss the Vocational and the First Year Experience Scholarships. ❖ Mr. David Morales, Faculty, has already started his efforts on increasing the scholarship funds for students. ❖ The list of dues paying members will be released to the whole college to acknowledge their contributions. 	Park will provide the first draft of the Scholarship Application by the first meeting on Spring 2012.
VIII. ADJOURNMENT	The meeting was 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.