

Merritt College

Accreditation Follow-Up Report
 Inspect what you expect!

**College Recommendation 1 Sub-Committee
 Meeting Minutes
 October 20, 2015**

Present: Steve Pantell, Juana Martinez-Rodriguez, Kinga Sidzinska, Anthony Powell, Elaine Wallace, Chris Grampp, Lilia Chavez

Absent: Tom Renbarger, Lawrence Lee

Guests:

AGENDA ITEM	SUMMARY OF DISCUSSION	ACTION/FOLLOW-UP
I. Meeting scheduling	The decision was made that future meetings will be held on Thursdays 10:00 -11:00, starting October 29; Room was confirmed to be R-112.	The group decided to meet over the next 4 Thursdays until November 19.
II. Sub-committee members	Following members confirmed to be part of the committee: Steve Pantell, Juana Martinez-Rodriguez, Kinga Sidzinska, Anthony Powell, Elaine Wallace, Chris Grampp, Lilia Chavez, Tom Renbarger, Lawrence Lee	
III. Reviewing the College Recommendation 1	<p>The group reviewed the conclusion:</p> <ol style="list-style-type: none"> 1) the mission statement was changed and approved by the Board in July 2014; prior to 2014, the mission statement was revised in 2004 2) The Board of Trustees never acted upon changes recommended in 2009– Why? What should be the next step? Lack of clear evidence for having a specific policy in place. 3) The mission statement drives the college budgeting and planning – no clear evidence exists 	<p>Find out what the process of reviewing the mission statement looks like and develop a flow chart.</p> <p>Locate the Merritt College Integrated Planning and Budgeting Process flow chart. Find out if the Self Study Evidence I.B 17 has a final document.</p>

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IV. Identifying the documents needed	Accreditation report – Standard I. A. Copy of the Merritt College Integrated Planning and Budgeting Process flow chart and the Self Study Evidence I.B 17.	Chris to provide the electronic version of these documents. Chris to provide the minutes of CEMPC from 2014. Homework for the members: review in details the documents, prepare questions for discussion.
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M/S/P = motion/second/pass