

MERRITT COLLEGE
Minutes of the College Council Meeting
February 2, 2016, 12:30 p.m., Room R29

Attendees: M. Rivas, W. Karim, D. Hankins, S. Harding, M. Sealund, S. Knappenberger, W. Allen, T. Vasconcellos, M. Williams, A. Johnson, M. Price, A. McCray, C. Olsen, L. Willis, ML Zernicke, B. Drazen, N. Ambriz-Galaviz, D. Del Rosario

Absent: A. Trotter, J. Shanoski, R. Allen, A. Cedillo

Guests: R. Delia, A, Elliott, M. Kelly, E. Nery

AGENDA ITEM	DISCUSSION	FOLLOW UP/ACTION
	Meeting called to order by B. Drazen at 12:36 p.m.	
I. Agenda Review, Changes and Adoption	M/S/U (Sealund/Price) to approve agenda with noted additions under action items/presentations: <ul style="list-style-type: none"> • Faculty Prioritization 	M/S/U (Sealund/Price) to approve agenda with noted additions under action items/presentations: <ul style="list-style-type: none"> • Faculty Prioritization
II. Action Items/Presentations: <ul style="list-style-type: none"> • Faculty Prioritization • Collegial Governance & Decision-Making Handbook 	Faculty Prioritization President Ambriz-Galaviz shared the following: <ul style="list-style-type: none"> ▪ Faculty prioritization recommendations were sent to Chancellor Laguerre. ▪ Rational was shared for not supporting the Counseling position. ▪ Library and Counseling considered separately because of non-teaching component. ▪ Counseling recently hired 4 new counselors. ▪ District’s goal is to start the recruiting earlier. Deans will need to review the job announcements and get all the necessary signatures needed to move forward. <p>M. Rivas inquired about the Faculty Obligation Number (FON). The President informed the Council that the District met their obligation this year based upon student enrollment.</p> <p>S. Harding led the discussion regarding the Collegial Governance and Decision-Making Handbook. The following are highlights of the discussion:</p> <ul style="list-style-type: none"> ▪ Merritt College follows processes; however, these processes need to be documented. ▪ S. Knappenberger shared her experience as a new employee and the importance of the handbook. ▪ The Collegial Decision Making Flow Chart and IPB 	<p>M/S/U (Willis/Price) to approve the Collegial Governance Handbook.</p>

	<p>Cycle were reviewed.</p> <ul style="list-style-type: none"> ▪ All By-Laws will be included in the appendices because they are often updated. ▪ College Council By-Laws need to be updated. ▪ All By-Laws should be formatted into a standard template. ▪ Harding thanked the AFR Core Team, Business Director, and S. Knappenberger for their assistance. ▪ The Leadership Council was previously titled the Shared Governance Committee which consists of the Senate Presidents and the College President. ▪ It was suggested to approve the Governance Handbook once a year. <p>M/S/U (Willis/Price) to approve the Collegial Governance Handbook.</p> <p>Ernesto Nery, Financial Aid Supervisor, requested to make an updates to the by-laws of the Financial Aid Petition Committee.</p>	<p>Nery will make his request to the committee first, prior to presenting the updates to College Council.</p>
	<p>M/S/U (Sealund/Price) to adjourn.</p>	

SH
5/17/2016