

**MERRITT COLLEGE**  
**Minutes of the CEMPC Meeting**  
**Wednesday, April 27, 2011**

Present: Dr. Linda Berry, Alice Marez, Dera Williams, Anita Black, Dr. Eric Gravenberg, David Morales, Grace Marlin, Carlos McLean

Guest(s): Tom Branca, William Love

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW UP/ACTION</b>
<b>I. Approval of Wednesday, April 27, 2011 Agenda</b>	Discussion that another 5% (beyond 20%) should begin to be worked on. Linda suggested that the 5% will be discussed at the Executive Committee.	
<b>II. Approval of Wednesday, March 30, 2011 Minutes</b>	Minutes approved with one line deleted from Item III (The faculty move to Laney has been approved by the District as part of our give-back).	None.
<b>III. Update of proposed Merritt College budget cuts: 5%, 10%, 15%, 20%</b>	District has asked for a 20% reduction scenario. Alice presented the proposed additional cuts: \$5K from Independent Contractor, \$32,977 from clerical overtime in the President's Office, and \$52,500 from Administrator, Classified (1/2 of Business Manager compensation if Alice Marez stays until December 2011).	None.

<p><b>IV. Proposed Student Services Reorganization</b></p>	<p>Dr. Gravenberg presented his proposed reorganization. With the loss of various positions in Student Services, he is proposing a new Dean of Enrollment Services &amp; a Director of Career &amp; Special Programs to be funded by Matriculation, Bay Area Workforce Collaborative, &amp; LISC. The focus will shift more tightly on orientation and first year student success support. He has shared proposal with College President, Human Resources, &amp; Chancellor.</p> <p>Discussion of trying to keep Jon Murphy as our campus nurse. There has been a student petition with several hundred signatures asking for on-site health care, and it was suggested it be presented to College Council. Sending a PA to the District for Jon Murphy might be the best way of opening the discussion with the District. Discussion as to whether we look to alternate funding or if we change the title from a College Nurse to Health Educator.</p> <p>Dr. Berry mentioned a College of New Mexico model where when students declare a major, they are assigned an academic faculty advisor. Anita Black suggested that a possible test case might be a relatively straightforward major like Business.</p>	<p>David Morales made a motion to recommend to College Council that the College provide Health Services on the campus. Seconded by Grace.</p> <p>Passed by consensus.</p> <p>Grace and Carlos McLean to follow up with a copy of the petition to Anita Black and a presentation to College Council.</p>
<p><b>V. 2010-2011 Enrollment Data</b></p>	<p>Anita wanted to know the discipline &amp; departmental breakdown for FTES for comparative revenue purposes. Some discussion of whether Department Chairs would be interested in the revenue they generate, and how this information could be used in a decision-making process. Anita pointed out that we may need this information when we are called upon to make recommendations.</p>	

<p><b>VI. Merritt College Grants &amp; Grant Opportunities</b></p>	<p>Dr. Berry discussed a DOL grant of \$2.5 million that we have obtained and are in the process of implementation, with several partners. Ongoing grant with Unity Council, helping to fund Medical Assistant program. \$50k for high school students for a basic first responder class. Applying for a larger grant for medical diagnostics and microscopy. Meeting with Oakland Military Institute to discuss a fitness &amp; wellness grant to work with private K-12 teachers, in addition to two smaller grants, one with microscopy.</p> <p>Linda Berry made the point that grants are more sustainable when the infrastructure for executing the grant is already in place.</p> <p>Discussion of putting together a matrix to track all the grants on campus.</p>	<p>Dr. Berry will work with Dr. Gravenberg to bring grant matrix to Budget Committee.</p>
<p><b>VII. Other Items</b></p>	<p>Next meeting is Wednesday, May 25.</p>	<p>Items to be addressed are the next 5% cuts and a response to Dr. Gravenberg's proposed changes.</p>
<p><b>Adjournment</b></p>	<p>Adjourned 4:20pm.</p>	