

MERRITT COLLEGE
Minutes of the College Council Meeting
October 21, 2015, 3:00 p.m., Room R29

Attendees: M. Rivas, A. Trotter, J. Shanoski, R. Allen, S. Harding, N. Thai, M. Sealund, A. Cedillo, M. Price, A. Johnson, A. McCray, L. Willis, M.L. Zernicke, B. Drazen, D. Del Rosario

Absent: D. Hankins, W. Karim, W. Allen, T. Vasconcellos, C. Olsen, N. Ambriz-Galaviz

Guests: T. Brice, R. Delia, R. Chamberlain, S. Knappenberger, S. Brown, J. Lebrecht, J. Riffe

AGENDA ITEM	DISCUSSION	FOLLOW UP/ACTION
	Meeting called to order at 3:08 p.m.	
I. Action Items/Presentations: <ul style="list-style-type: none"> • Election of Chair & Vice Chair • Review of SSSP Plan • CC Goals • Africana Center Presentation • Governance By-Laws 	<p>Election of Chair & Vice Chair M/S/U (Zernicke/Price) to elect B. Drazen as the Chair of the College Council for the 2015-16 academic year.</p> <p>Election of Vice-Chair postponed until the November meeting. Not all Council members present.</p> <p>SSSP Plan</p> <ul style="list-style-type: none"> ▪ A. Cedillo discussed changes to plan. ▪ Four core services were identified. ▪ A template for proposals to the plan does not exist. There is a need to create one. ▪ Plan being submitted to the Chancellor’s Office by October 30, 2015. ▪ Allocation of the 2015-16 funds is unclear. Baseline is \$847k. ▪ Concern was expressed regarding the lack of advance notice given before due date. A. Cedillo to send plan electronically to all Council members tonight to provide any additional input. <p>M/S/U (Rivas/Sealund) to develop a process for gathering campus input to the SSSP plan and to have it placed on the May/September governance agendas for approval in October.</p> <p>Equity plan due December 18, 2015.</p> <p>CC Goals</p> <ul style="list-style-type: none"> ▪ B. Drazen drafted goals which were provided to the Council. He was commended on his draft. 	<p>M/S/U (Zernicke/Price) to elect B. Drazen as the Chair of the College Council for the 2015-16 academic year.</p> <p>A. Cedillo to send SSSP plan electronically to all Council members tonight to provide any additional input.</p> <p>M/S/U (Rivas/Sealund) to develop a process for gathering campus input to the SSSP plan and to have it placed on the May/September governance agendas for approval in October.</p> <p>M/S/P (Sealund/Johnson) to accept College Council goals identified with noted corrections. A. Trotter abstained.</p>

	<ul style="list-style-type: none"> ▪ It was recommended to replace the word Shared with Participatory when referring to the Governance Committees. <p>M/S/P (Sealund/Johnson) to accept College Council goals identified with noted corrections. A. Trotter abstained.</p> <p>Africana Center Presentation</p> <ul style="list-style-type: none"> ▪ Measure A Funds were used to sponsor the center. ▪ Taking on community research projects each semester. ▪ S. Brown introduced the producers of the films developed for use in the Africana Center. The eight minute presentation being provided was based on ten hours of edited video. ▪ Inter-active films are aligned with program curriculum. ▪ Working on selling and/or leasing this curriculum to provide further funding for the center. Currently developing a prototype for McClymonds High School. ▪ Designed to reach across departments (i.e. Social Sciences, English, etc.). ▪ Still growing. In the early stages of moving online. <p>Governance By-Laws</p> <p>There are inconsistencies amongst all participatory governance by-laws. A proposal will be developed by November on how all by-laws can be consistent with one another.</p>	
<p>II. Agenda Review, Changes and Adoption</p>	<p>M/S/U (Rivas/Sealund) to approve the agenda with the following addition: Action Item/Presentation</p> <ul style="list-style-type: none"> ▪ Review of the Shared Governance By-laws 	<p>M/S/U (Rivas/Sealund) to approve the agenda with the following addition: Action Item/Presentation Review of the Shared Governance By-laws.</p>
<p>III. Review and Approval of Minutes:</p> <ul style="list-style-type: none"> • May 13, 2015 • September 23, 2015 	<p>Not provided. Deferred to the November meeting.</p>	
<p>IV. Accreditation (Trotter)</p>	<p>A. Trotter shared the following:</p> <ul style="list-style-type: none"> ▪ College-wide meeting was held. ▪ Sub-committees have been meeting weekly. ▪ AFR Core Team meeting regularly two to three times per week. ▪ AFR Core Team meets bi-monthly with the College President and also reports out at the Managers' meetings. 	

	<ul style="list-style-type: none"> ▪ A Steering Committee meeting is held monthly. ▪ AFR Core Team has also met with VPI Allen. ▪ Working towards Warning status with hopes of achieving full accreditation <u>status</u>. ▪ Members of the identified teams are strong but there is a need for more faculty and staff participation. ▪ N. Thai and M. Bull have been identified to assist with the Accreditation website and evidence collection. ▪ Benchmarked December 1, 2015 as the initial draft of report being done. ▪ Looking to roll out draft at the January 2016 College Flex Day. ▪ Will continue to grow the report through the Spring Semester. ▪ Penultimate draft will be provided in August 2016 and reviewed by the Board September 2016. ▪ Final report to be submitted to the ACCJC in October 2016. <p>A. Trotter was publically thanked for her efforts and thanked all of those who have stepped up to completing this report.</p>	
V. Presidential Updates		
A) ASMC (Price)	M. Price provided a written report which has been attached to the minutes.	
C) Academic Senate (Rivas)	M. Rivas provided the goals for the Senate as his written report. These goals have been attached to the minutes.	
B) Classified Senate (Harding)	S. Harding referred to her written report which has been attached to the minutes.	
D) College (Ambriz-Galaviz)	Not present to report.	
VI. Committee Reports		
A) CBC (Willis)	L. Willis referred to her written report which has been attached to the minutes. She also requested of the Council to respond to the Survey sent on the Budget Allocation Model (BAM).	
D) CDCPD (Vacant)	No report provided.	
B) CEMPC (Chamberlain)	R. Chamberlain provided the following updates: <ul style="list-style-type: none"> ▪ A quorum was not present at the last meeting. ▪ Currently discussing the need for more meetings in order to continue work on the Governance Handbook. 	
C) CFC (Drazen)	B. Drazen referred to his written report which has been attached to the minutes.	
E) CIC (McCray)	A written report was provided and has been attached to the minutes.	
F) MTC (Zernicke)	A written report was provided and has been attached to the minutes.	

VII. Upcoming Events/Announcements		
	No upcoming events reported.	
	Adjourned @ 5:10 p.m.	

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11/18/2015

Merritt College

Goals At-A-Glance: FY 2015-16 Governance Committee Assessment Template

Committee Name: College Council (CC)

Committees identified goals for the academic year that aligned with the District and College Strategic Goals. Please explain if the goal(s) identified are ongoing or were completed.

PCCD Strategic Goals	2014-2017 Merritt College Goals	College Council (CC) - Committee Goals FY 2014-15	College Council (CC) - Committee Goals FY 2015-16
A. Advance Student Access, Equity and Success	<i>Goal 1: Create an environment of exceptional student access, equity and success.</i>	Conduct a college study on the assessment of programs/services that advances access, equity and success.	Review and assure there are understandable written procedures establishing the decision making structure of the shared governance process.
B. Engage and Leverage Partners	<i>Goal 2: Engage our community through respectful dialogue to create partnerships and opportunities for our students.</i>	Ensure external community focus groups on needs from the college. Promote the services and facilities from the college for mutual benefits to the community.	Review submitted community outreach opportunities and recommend best partnership possibilities to college president.
C. Build Programs of Distinction	<i>Goal 3: Create and Implement effective and innovative programs that meet the diverse needs of our community.</i>	Create awareness to the campus community on the expectations and needs of employers and institutions of higher education. Create a clear and delineate process for identifying programs of distinction.	Assign appropriate committee to define criteria for establishing a program of distinction. Review submitted criteria and determine whether to forward recommendation to college president.
D. Strengthen Accountability, Innovation and Collaboration	<i>Goal 4: Through collegial governance, support institutional communication, innovation and interdisciplinary collaboration.</i>	Improve to review the efficiency, efficacy, and interrelatedness of our governance representative groups.	Review, develop and recommend shared governance committee agenda, minute and College Council update templates that produce a strong written communication link among shared governance bodies.
E. Develop and Manage Resources to Advance Our Mission	<i>Goal 5: Develop human, fiscal, and technological resources to advance and sustain our mission.</i>	Assess the effectiveness of our Peralta Accountability for Student Success (PASS) proposals and their outcomes. Review from CEMPC a descriptive and graphic means of the college's decision-making process. Update the College Governance Handbook.	Review and make recommendations on the updated College Governance Handbook.

Written Update to College Council

Meeting Date: 10/21/15

Committee: ASMC

Submitted by: Marquita Price

Please reference below updates:

- **Classroom Introductions**

As a response to some of our peers expressing their lack of familiarity of whom the members of ASMC are, each member has visited two classes to introduce themselves and their role in ASMC. We received feedback from both students and faculty, and came to the conclusion that we need to create a student government brochure that can be handed out to more effectively educate students about who we are and what we do.

- **BLACK PANTHER PARTY MONTH CELEBRATION**

ASMC has created a full calendar of events in honor of the Black Panthers. Each week there has been 1-2 events. So far the following events has passed:

--2 Film Showings: *Merritt College: Home of the Panthers* and *Cointelpro 101*

--2 Free Breakfast (Co-sponsored by the Black Student Union)

The second breakfast was a hot breakfast that served over 130 FAS and students. It created a space of community amongst students, faculty, and staff. We sat together, ate together, and started the day with positive vibes. Students were very appreciative and so many expressed their daily absence of a hot morning meal while extending gratitude.

--Book Talk: Party Music by Rickey Vincent

Author Ricky Vincent came and gave a book discussion and signing. He illuminated the connection between the social justice movements of the 60's and the soul, blues, and gospel. Students and FAS attended the event and had a great discussion afterwards.

Upcoming events:

--Mon. Oct. 26th, 12-2pm, Keynote speaker Elaine Brown and panel discussion of former panthers.

--Wed. Oct. 28th, 2-4pm, Art Exhibit presented by former Minister of Culture of the Oakland chapter of the black panthers, Emory Douglas.

- **Breast Cancer Awareness Walk**

FAS and students joined together to complete a mile around the track in honor of breast cancer month. Pink ribbons were given to those whom completed the walk. Another successful event that brought unity amongst FAS and students.

- **Region III & IV unite for change retreat**

Madame President Price attended this retreat to train us for what to expect at the general fall assembly meeting in sacramento Nov. 13-15th. The retreat gave the president a better overall innerstanding of the how student government is structured up to the state level.

- **Disability awareness Event**

The Ability Counts club and the ICC teamed collaborated to honor those with disabilities by hosting a speaker and an art gallery displayed in the student lounge.

- **Student Activities: SPIRIT WEEK**

In order to further bring spirit and celebration to Merritt College the student activities office created Spirit Week to connect with each other and re-energize ourselves to increase our morale across campus. Spirit week was a success bringing a joyful atmosphere to our campus and to our Merritt students.

- **Student Success & Equity Speaker series**

The Student Success and Equity Committee along with the office of Student Activities & Campus Life would like to invite you to join us for the 2015 Student Success & Equity Speaker series that will be occurring on November 10th, 17th, 24th and December 1st and 8th.

- **Important Upcoming meetings for ASMC**

--Meeting w/Chancellor: Oct. 27th 3:30-4:30 PM @ ASMC Chambers

--Accreditation team meeting: Oct. 28th 10:00 AM @ ASMC Chambers

Ending report:

Although our council has been very busy and successful in completing some of our goals, we plan to do much better at advertising our events to allow more inclusion of the entire campus. We also plan to start executing our political agenda through the designated shared governance meetings, so that our voices are properly heard and action can be taken to make the

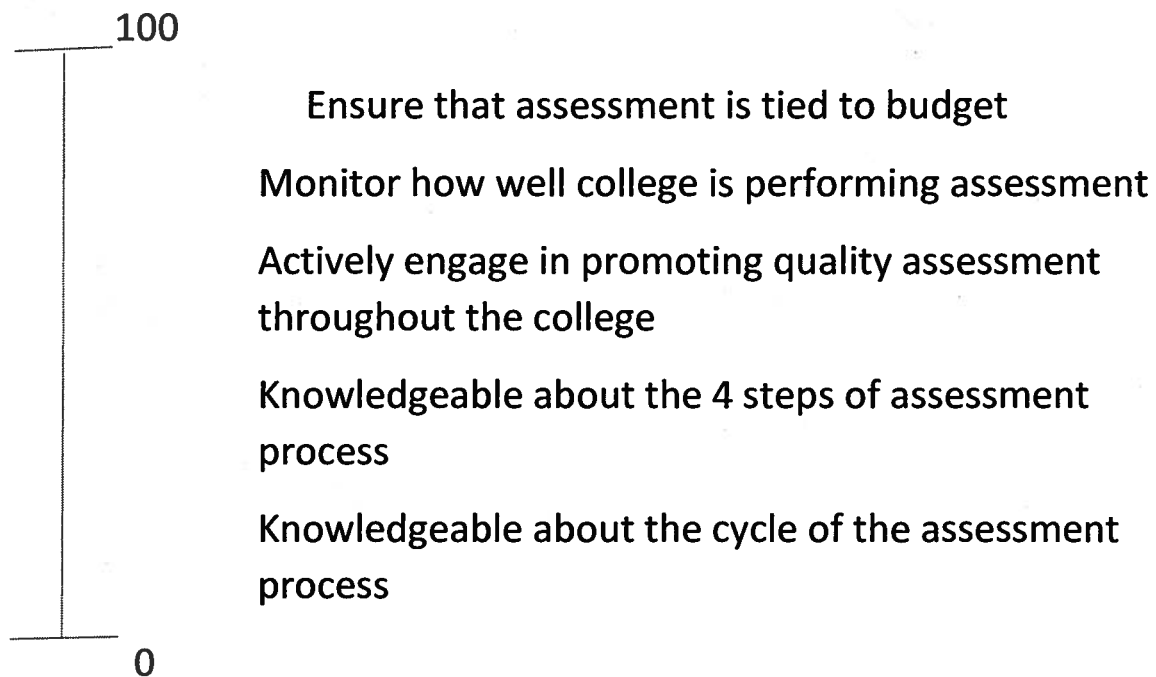
changes we desire to see in order to enhance the morale, access, and total experience of Merritt College.

Senate Goals for 2015-16, with 0-100% Application

Below are the Merritt College Academic Senate Goals for 2015-16, wherein each goal is defined as specific tasks that when completed move the Senate along a continuum of a 0-100% rating of effectiveness and completion of the task.

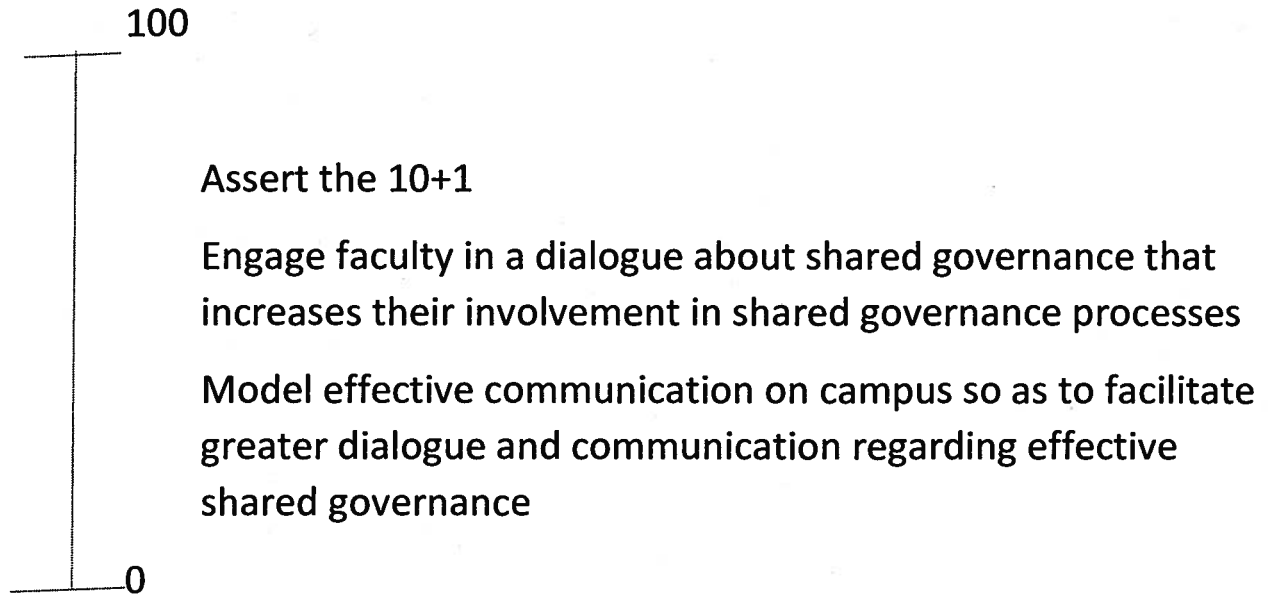
Goal 1: Assessment

Be knowledgeable, actively engaged and informed of how well college is progressing in assessment.

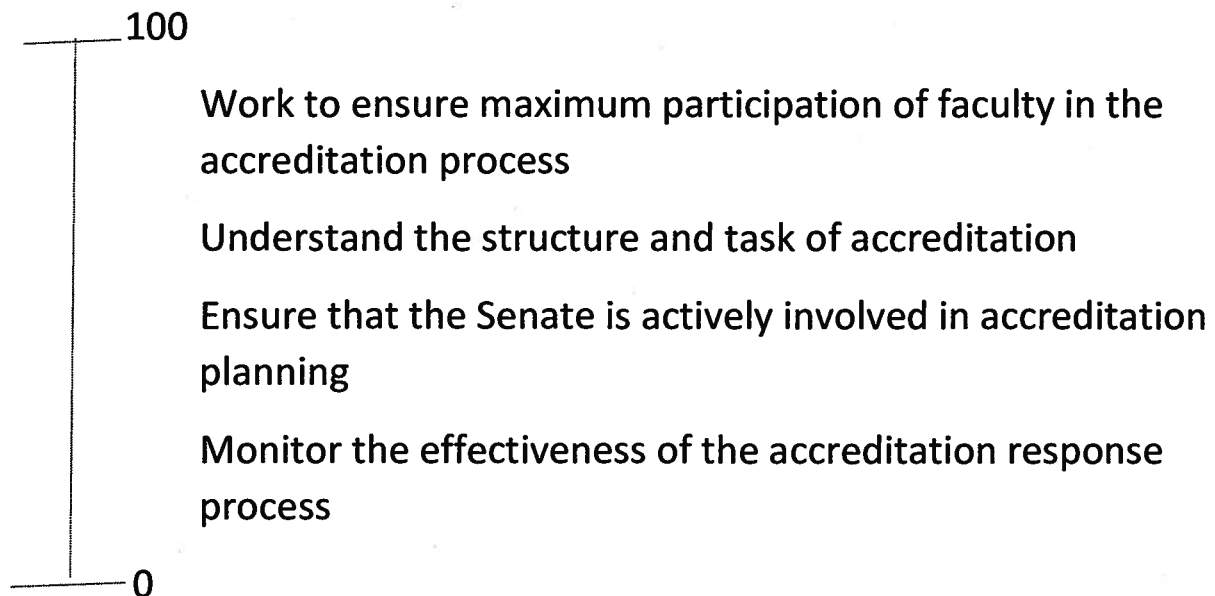


Goal 2. Communication

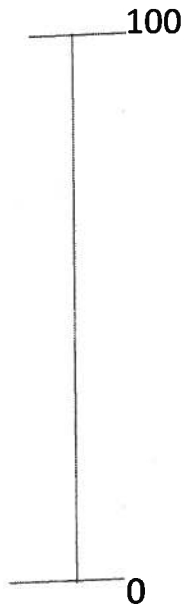
Model and facilitate a culture of effective communication on campus that promotes respectful, productive, and systematic governance processes.



Goal 3. Clarify and Assert the Senate's role in the Accreditation response.



Goal 4. Participate in a leadership capacity in the Equity and SSSP, and, as a Senate, ensure that reports are submitted accurately and on time.



Be part of the Equity and SSSP Committee

Request specific timelines from the Equity and SSSP Committee and monitor progress toward completion

Ensure that Equity and SSSP initiatives are effective in producing more success and achievement for our diverse student groups.

Written Report to College Council
October 21, 2015

Committee: Merritt College Classified Senate (MCCS)
Submitted by: Stefanie Harding

Please reference below updates:

- A third edition of the “Classified Voice” newsletter was emailed on 9/30/2015.
- A formal resolution regarding Classified Staff participation within the collegial governance process is being drafted for signature to present to the Chancellor upon his visit to Merritt College October 27th.
- Announced the upcoming IEPI visit. Scheduled to meet with the PRT at 10:00 a.m. on October 28th.
- SSSP plan was presented and discussed. Senate proposed ideas for professional development.



**Budget Committee Report to
Merritt College Council**
Prepared By: Linnea N. Willis, Co-Chair and Dr. Dettie del Rosario
September 16, 2015 and October 14, 2015
3:00 p.m. – 5:00 p.m.

College Budget
Committee Members

Allen, Wise
Brice, Timothy
Cedillo, Arnulfo
Del Rosario, Dettie
Ilarde, Tanya
Lawson, Daniel
McLean, Carlos
Park, Tae-Soon
Perez, Maria
Rivas, Mario
Sidzinska, Kinga
Victorian, Charlotte
Willis, Linnea
Woodward, Denise
ASMC Student Rep

- **Budget Committee Met September 16, 2015 and October 14, 2015 from 3-5 p.m.**
- **Budget Committee Also Had Very Productive Budget Committee Retreat June 1, 2015**
- **Retreat Summary**
 - Discussed Positives and Negatives for 2014-2015 Fiscal Year
 - o Created Budget Committee Flow Chart
 - o Had Great Presentation to Accreditation Team
 - o Did much better job incorporating APU's, SLO's, Assessment etc. into the budgeting process
 - o Need to do better job of integrating planning and budgeting (see below)
 - Set Goals and Timelines for FY 2014-2015 so that the Budget Planning Process Begins Earlier With Program Review
- **Accreditation**
 - At both meetings, Dr. Audrey Trotter gave a report on Accreditation Follow Up Report status
 - Budget Committee is assisting in addressing Recommendations 3, 4 and 8
 - Budget Committee asked how can we be involved in addressing issues relating to budget and integrated planning/resource allocation
 - Budget Committee members are involved in accreditation teams
 - Dr. Trotter also stated that a Task Force is recommended to President to address integrated budget and resource allocation issues and clean them up
 - Budget Committee informed Dr. Trotter and President that Budget Committee already came up with portion of plan to better integrate planning and budget allocation
 - Budget Committee willing to assist in whatever way necessary
- **Election of Co-Chair**
 - Dr. Linnea N. Willis re-elected as Co-Chair by unanimous vote at the September meeting

- **Discussion re Integrated Planning and Budgeting Discussed at June Budget Retreat**
 - Budget Committee worked very hard with respect to incorporating Program Reviews, APU's, SLO's/Assessment, and to tie these to resource allocation
 - Budget Committee discussed what can do better this year
 - Dr. Del Rosario created a Budget Procedure Handbook which the Budget Committee will update this year – including all of our procedures for the budgeting process

- **Budget Overview for FY 2015-2016**
 - Overall Budget for this year increased to approximately \$20 million from \$17.2 million
 - Dr. Del Rosario discovered that approximately \$990,000 has not been loaded yet and she is following up on that with the District
 - Budget Committee will have standing agenda item re Budget Status, additional funds and how funds are being used

- **Budget Status**
 - At October meeting, Committee received a budget status report from the President regarding an updated 2014-2015 Student Equity report from the district. Merritt has a carryover balance of \$175,481.25 from 2014-2015. Dr. Cedillo indicated there is a discrepancy in their figures. Dr. Cedillo has a plan for spending the dollars.
 - At October meeting, committee discussed that \$150,000 was posted for Instructional Equipment Allocation. The total allocation for all four colleges was \$600,000. The distribution of the allocation was based on the budget request presented by the instructional Deans to the Budget Committee during the March 2015 budget development process.

- **Reviewed Program Review Templates to Determine That an Additional Addendum is Needed for FY 2015-2016 In Order to Better Integrate Planning and Resource Allocation in the Program Review Process**
 - Accreditation Recommendations 3 and 4 from Accreditation Team recommend that the College have better planning processes to show linkages between planning, program review, SLO/Assessment and resource allocation
 - Budget Committee discussed at Retreat that we need resource allocation/budget addendums in the Program Review documents
 - There are Resource allocation documents in the Program Review documents, but they more relate to a “wish list” prioritization and justification and not to recurring normal expenses

- **(cont. Reviewed Program Review Templates to Determine That an Additional Addendum is Needed for FY 2015-2016...)**
 - **Therefore Budget Committee recommends Addendum A2 to be added to Program Review** – so that persons are analyzing their current/existing/ongoing budgetary needs in addition to their wish list at the same time as doing Program Review
 - Further discussion had about whether we can change Program Review documents/add addendums or not
 - It was too late to add the Addendum now because Program Reviews already completed, but the information will be requested separately in the future
- **Recommendation Template for College Council**
 - Dr. Del Rosario presented a template for recommendations from the committee to the college council, prepared by Brock Drazen.
 - Budget Committee generally approves of the template
 - Dr. Trotter indicated there is a template in existence.
- **PRT Meeting with Budget Committee on October 28, 2015 at 2:30pm**
- **Discussions at both meetings re Meeting Schedule for This Year (see chart)**
 - Concern expressed because our meeting days/times changed, and many members already blocked third Wednesdays 3-5pm in their schedules, and now most of the time we meet 1st or 2nd Wednesdays instead

Budget Committee Meeting Dates Set Forth in Master Calendar	
September 16, 2015	3:00pm – 5:00pm
October 14, 2015	3:00pm – 5:00pm
November 4, 2015	3:00pm – 5:00pm
December 9, 2015	3:00pm – 5:00pm
January 28, 2016	3:00pm – 5:00pm
February 17, 2016	3:00pm – 5:00pm
March 16, 2016	1:00pm – 3:00pm
April 13, 2016	3:00pm – 5:00pm
May 11, 2016	3:00pm – 5:00pm

Written Update to College Council

Meeting Date: CFC-September 29, 2015; DFC-October 2, 2015

Committee: Facilities

Submitted by: Brock Drazen

- CFC developed and adopted goals for the 2015-16 school year. See attached.
- CFC reviewed bylaws of CC and CFC and recommends a format change to these written reports in order to better document information flow and decision making processes. See below.
- CFC reviewed space allocation request criteria and process and agreed to publish procedures on website for college community’s information and convenience.
- CFC reaffirmed recommendation made last spring, 2015 (4/28/15 in CFC) on Kinesiology/Athletics office space request in the vacated MLK Freedom center suite in F building
- CFC agreed to seek all program review facility requests in preparation for annual needs list that is submitted to district
- CFC reviewed campus parking issues and agreed to continue monitoring progress on repairs, renovations and increased spaces for staff and those with disabilities.
- DFC discussed and approved 2015-16 goals and objectives (attached); S building issues and Total Cost of Ownership

College Council Action Options:

RECOMMENDATION

That the College Council recommend to the president the use of a ‘Recommendation’ template (this submission as an example) inside the regular committee written updates in order to reflect the flow of information between committees and College Council and as clear documentation of the decision making process in Merritt’s shared governance model.

COLLEGE COUNCIL ACTION TAKEN: 1 2 3 4 EXPLANATION IF NECESSARY:

RECOMMENDATION

That College Council recommend to the president the space allocation request of Kinesiology/Athletics to move into the vacated MLK Freedom Center office suite in F201-203 adjacent to the two offices already used by the department (F205 and F206).

COLLEGE COUNCIL ACTION TAKEN 1 2 3 4 EXPLANATION IF NECESSARY:

1. To concur by consensus or majority vote with an item and recommend it to the College President.
2. To modify a recommendation and forward the item to the College President by consensus or majority opinion. Written minority opinions may be submitted at the same time.
3. To refer an item to a constituent group or committee for further work or consideration. In this case the College Council does not forward the item to the President and remains mute on the item.
4. To use other parliamentary motions in Robert’s Rules of Order such as to table or postpone an item.

Merritt College

Goals At-A-Glance: FY 2015-16 Governance Committee Planning Template

Committee Name: College Facilities Committee (CFC)

Committees identify goals for the academic year that are aligned with District and College Strategic Goals. You are not required to identify a goal for each college strategic goal. You may have more than one goal within one of the College's Strategic goals.

PCCD Strategic Goals	2014-2015 Merritt College Goals	Merritt College Governance Committee Goals Committee Name: CFC
A. Advance Student Access, Equity and Success	<i>Goal 1: Create an environment of exceptional student access, equity and success.</i>	Facilitate clear processes to maintain and assure an excellent learning environment considering issues of ADA access, work order efficiency, culling and submitting maintenance repair lists and addressing emergency needs.
B. Engage and Leverage Partners	<i>Goal 2: Engage our community through respectful dialogue to create partnerships and opportunities for our students.</i>	Post criteria and process for space allocation to website. Post calendar of campus events to website.
C. Build Programs of Distinction	<i>Goal 3: Create and Implement effective and innovative programs that meet the diverse needs of our community.</i>	Maintain a physical environment that inspires and cultivates excellence among programs on campus.
D. Strengthen Accountability, Innovation and Collaboration	<i>Goal 4: Through collegial governance, support institutional communication, innovation and interdisciplinary collaboration.</i>	Connect, communicate and provide continuity between the CFC, DFC, CC and the broader college community through written reports, a strong physical presence of CFC members at all three shared governance body meetings and by offering campus-wide opportunities to listen and contribute. Document meetings and post to the CFC webpage.
E. Develop and Manage Resources to Advance Our Mission	<i>Goal 5: Develop human, fiscal, and technological resources to advance and sustain our mission.</i>	Obtain and read program review facility requests. Prioritize and prepare lists as requested by district.

Written update to College Council
Meeting date: 10-21-2015
Committee: Curriculum and Instructional Council
Submitted by: Arja McCray

Please reference below updates:

- Since our last report to the college council, CIC approved a non-catalog course change for Math 3C to align with C-ID template. We also approved a fee-based course for Top Bar Beekeeping in LANHT department.
- The CIC has lately struggled with attendance and quorum, limited by the small number of voting members in our 2010 version bylaws. We are exploring the possibility of revising our bylaws to add the curriculum specialist as a voting member (curriculum committees on all other Peralta campuses have already done this). We would also like academic senate approval to appoint an “alternate” faculty member who will vote only if other voting members are absent and we would otherwise fail to reach quorum. We requested these changes to be considered by the academic senate and will report back the final changes to our bylaws as the draft nears completion.
- We also reviewed and revised our committee goals and added some measurable objectives for 2015-16:
 - A. CIC Goal: Continue to support the development of programs, degrees, and certificates that advance student access, equity and success.
Measurable objective for CIC Goal A:
Have all courses with requisites be reviewed through statistical validation or content review, when required.
(We do not have a goal aligned to institutional goal B)
 - C. CIC Goal: Process curriculum in timely, efficient, and compliant manner.
Measurable objective for CIC Goal C:
 1. Develop an abbreviated faculty guide to make the curriculum approval system more navigable.
 2. Assess our process efficiency through survey of faculty.
 3. Through academic senate, send new members to January 2016, “Innovation and instructional design.” Have them give a report to CIC and place materials on our website to share among other faculty.
 - D. CIC Goal: Inform the college community of local and state requirements. Train and support faculty in the curriculum development process.
Measurable objective for CIC Goal D:
 1. Develop curriculum training materials for new CIC members.
 2. Develop an evaluation tool to assess if training is effective.
 3. Send faculty CIC members to the curriculum CTE regional meetings (via staff development or academic senate funds, if available and approved).
 4. Send new faculty CIC members to the Academic Senate Curriculum Institute in the summer of 2016 (via Academic Senate funds if available and approved).
 - E. CIC Goal: Build and maintain the CIC website.

Written Update to College Council

Meeting Date: October 21, 2015

Committee: Merritt Technology Committee

Submitted by: Mary Louise Zernicke

The committee had their October meeting of the academic year and finalized and approved goals and outcomes for 2015-16. They are attached.

It appears that many faculty at Merritt have chosen to not use Turnitin. It is another step for students and some faculty commented that they are concerned that students will not follow through.

The committee requested a budget code for technology last year, especially since the district is anxious to know technology costs at the colleges and this is their directive to reach that goal. It appears that the budget code has not yet been created.

Member Rosemary Delia will work to get info from the program reviews to help guide the committee regarding technology needs. Network and district needs were discussed at the meeting. A tentative budget is being created.

At the district meeting, Calvin reviewed again the current IT projects in progress. The focus is currently on the classroom scheduling, emergency notification system, and the Time Labor and Absence management modules. The early alert system started this fall. Web based email is on hold.

Merritt College

Strategic Participatory Governance Committee Goals at-a-glance 2015-16

MTC

Committees identify goals for the academic year that are aligned with District and College Strategic Goals. You are not required to identify a goal for each college strategic goal. You may have more than one goal within one of the College's Strategic goals.

Peralta Community College District Strategic Goals	2015-2016 Merritt College Goals	Merritt College Governance Committee Goals Committee Name: MTC
A. Advance Student Access, Equity and Success	<i>Create an environment of exceptional student access, equity and success.</i>	<p>Support current and future infrastructure needs by creating an IT budget (personnel, hardware/software, supplies).</p> <p>Develop strategies to understand and monitor IT costs, including infrastructure improvements.</p> <p>Ensure that Program Review and APUs technology needs and costs and total cost of ownership are addressed, using MTC as a venue for review and discussion.</p> <p>Document the need for additional IT staffing to support current responsibilities as well as current/proposed facilities projects.</p> <p>Secure a permanent webmaster for the college.</p>
B. Engage and Leverage Partners	<i>Engage our community through respectful dialogue to create partnerships and opportunities for our students.</i>	Continue and expand collaborative partnerships with other committees, including facilities, SDC, education, library, distance education and post-Title III technology-related projects in order to maximize communication and implementation.

<p>C. Build Programs of Distinction</p>	<p><i>Create and Implement effective and innovative programs that meet the diverse needs of our community.</i></p>	<p>Support current and future infrastructure needs by creating an IT budget and developing strategies to understand and monitor IT costs, including infrastructure improvements.</p> <p>Ensure that Program Review and APUs technology needs and costs and total cost of ownership are addressed, using MTC as a venue for review and discussion.</p> <p>Document the need for additional IT staffing to support current responsibilities and proposed facilities projects.</p>
<p>D. Strengthen Accountability, Innovation and Collaboration</p>	<p><i>Through collegial governance, support institutional communication, innovation and interdisciplinary collaboration.</i></p>	<p>Continue and expand collaborative partnerships with other committees, including facilities, education, distance education and post-Title III technology-related projects in order to maximize communication.</p> <p>Support funding for training for IT staff.</p> <p>Support planning/funding for systematic availability of training for faculty (e.g. BI tool, Taskstream, Turnitin and Curricunet)</p> <p>Support planning/funding for systematic availability of training for classified (e.g. MS Office, GoogleDocs, webpage maintenance).</p> <p>Develop a social media strategy.</p>