

MERRITT COLLEGE
Minutes of the College Council Meeting
January 30, 2013, 3:00 p.m., Room R23

Attendees: T. Park, A. Trotter, C. Olsen, R. Allen, M. Sealund, D. Hankins, A. Tomas, A. Black, E. Gravenberg, S. Thompson, S. Anderson, S. Brown, J. Murphy, M. L. Zernicke, N. Ambriz-Galaviz, D. Del Rosario

Absent: S. Harding, T. Brice, J. Del Torro, A. Rodriguez, A. Alexander, B. Drazen

Guests: C. Grampp, W. Love, C. Booth

| AGENDA ITEM | DISCUSSION | FOLLOW UP/ACTION |
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| <p>I. Action Items/Presentations</p> | <p>Dr. Thompson called the meeting to order at 3:12 p.m.</p> <ul style="list-style-type: none"> • Faculty Hiring Recommendation—Dr. Ambriz-Galaviz presented the Timeline of Events for Faculty Hiring Recommendations for <u>of</u> 2011-12. A copy of the presentation is attached to the minutes. She stated that there was a communication breakdown all throughout the process and that the recommendations changed from one administrator to another. Her recommendation is to hire as follows: <ul style="list-style-type: none"> ○ Math Instructors (2<u>1</u> positions) ○ Child Development Instructor ○ Landscape Horticulture Instructor Since her recommendation was in agreement with the College Council’s recommendation, approval is not needed. • No presentation on Computer Refresh. • SLO/Assessment—The following were reported by Dr. Thompson, Ms. Elliott and Dr. Trotter: <ul style="list-style-type: none"> ○ From 2010 to 2013, Merritt College has 351 active courses on Task Stream, and of those courses, we have only managed to assess 141 courses. ○ Dr. Thompson and Ms. Elliott will be working closely with the College Educational Master Planning Committee (CEMPC) to link Student Learning Outcomes and Assessment with campus resource allocation. ○ A consultant was hired to assist in completing SLO and Assessment work. | <p>Ms. Elliott will be presenting the list of Merritt College courses in Taskstream and percentage that have results and next steps to improve learning by discipline to the CDCPD.</p> |

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| II. Agenda Review, Changes and Adoption | M/S/P (Sealund/Hankins) to approve the agenda as presented. | M/S/P (Sealund/Hankins) to approve the agenda as is. |
| III. Approval of December 12, 2012 Meeting Minutes | M/S/P (Trotter/Tomas) to approve the November 28, 2012 and December 12, 2012 Minutes with one correction on the December 12, 2012 Minutes – Page 1, “Approval of CEMPC Charge and Revised Membership—Dr. Trotter commented on her reasons for voting against the CEMPC Charge...” should be “Approval of CEMPC Charge and Revised Membership—Dr. Trotter commented on her reasons for voting against the CEMPC Charge...” | M/S/P (Trotter/Tomas) to approve the November 28, 2012 and December 12, 2012 Minutes with one correction on the December 12, 2012 Minutes. Thompson noted that the following should be included in the next meeting agenda: <ul style="list-style-type: none"> • Shared Governance Committees are to review their Bylaws. • Review of Merritt’s ZZOIS • Hiring a Curriculum Specialist and providing a release time for the Curriculum and Instructional Council’s (CIC) Vice Chair. |
| IV. Accreditation Update (Black) | Ms. Black reported the following: <ul style="list-style-type: none"> • The Accreditation Committee met this afternoon and is close to completing the report. • The report will be submitted to the District by February 4, 2013. • Chancellor Ortiz commended Merritt College for its Accreditation Report. | |
| VI. Committee Reports | | |
| A) CEMPC (Black) | No report was presented. | |
| B) Budget Committee (Murphy/Del Rosario) | No report was presented. | Dr. Del Rosario will provide a report on facilities rental on the next College Council meeting. |
| C) Facilities (Drazen) | No report was presented. | |
| D) CDCPD (Brown) | No report was presented. | |

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| E) CIC (Alexander) | No report was presented. | If Ms. Alexander, Chair of the CIC, is not available to attend the College Council meetings, someone from the committee should attend to report or they should provide a written report. |
| F) Technology (Zernicke) | No report was presented. | |
| G) Health & Safety (McDonald/ Del Rosario) | No report was presented. | |
| VII. Presidential Updates | | |
| A) College (Ambriz-Galaviz) | Dr. Ambriz-Galaviz reported the following: <ul style="list-style-type: none"> • She noted that the portables located by Parking Lot A will soon be removed. She is working on informing the community that these portables will no longer be available for rental. • She has been working with different community organizations to promote Merritt College's rental facilities. She is also working with Dr. Del Rosario in reviewing the facility rental agreements Merritt have with different organizations. | |
| B) Academic Senate (Park) | Dr. Park distributed the Academic Senate Report which is attached to the minutes. | |
| C) Classified Senate (Sealund) | Ms. Sealund reported the following: <ul style="list-style-type: none"> • The Classified Senate voted on a Classified Staff Priority Hiring List and will be working with CEMPC to get the list approved. • The Classified Senate has accepted the January 2013 draft of the Accreditation Report, with minor additions and corrections. • The Classified Senate also recommends that all college committees, especially Shared Governance Committees, distribute meeting announcements, with date, time and location, and agendas one week prior to their meetings. | |
| D) ASMC (Mr. Del Torro for Anderson) | Ms. Anderson reported the following: <ul style="list-style-type: none"> • ASMC is working on sponsoring several student activities this semester. | |

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| | <ul style="list-style-type: none"> • ASMC’s first meeting will be on February 8, 2013. | |
| VIII. Upcoming Events | <p>The following events were announced:</p> <ul style="list-style-type: none"> • New College President’s Meet and Greet Reception • College Hour—Tuesdays from 12:30 p.m. to 1:30 p.m. • Black History Month events (please see attached flyer) | |
| IX. Adjournment | M/S/P (Hankins/Tomas) to adjourn meeting at 5:15 p.m. | M/S/P (Hankins/Tomas) to adjourn meeting at 5:15 p.m. |

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