

MERRITT COLLEGE
Minutes of the College Council Meeting
May 22, 2013, 3:00 p.m., Room R23

Attendees: T. Park, A. Trotter, R. Allen, M. Sealund, D. Hankins, S. Harding, A. Tomas, A. Black, E. Gravenberg, S. Thompson, S. Anderson, A. Alexander, S. Brown, B. Drazen, D. Del Rosario

Absent: C. Olsen, T. Brice, J. Del Torro, A. Rodriguez, J. Murphy, M.L. Zernicke, N. Ambriz-Galaviz.

Guests: Gina La Monica, William Love, Tiffany Trammell

AGENDA ITEM	DISCUSSION	FOLLOW UP/ACTION
	S. Thompson called the meeting to order at 3:19 p.m.	
I. Action Items / Presentations	No items to report.	
II. Agenda Review, Changes and Adoption	M/S/P (Park/Tomas) to approve the agenda with no changes.	M/S/P (Park/Tomas) to approve the agenda with no changes.
III. Approval of April 17, 2013 Minutes	M/S/P (Black/Park) to approve the April 17 th minutes with noted corrections. *Note: A. Trotter wished for clarity on the April 17 th minutes under Agenda Item VI. Presidential Update A) College (Ambriz-Galaviz) bullet 3: “D. Moulton submitted letter of retirement enabling the college to submit an additional hire (as per the policy effective July 1, 2011). Selection will be made from the recommended list to the President as presented to the PBC.”	M/S/P (Black/Park) to approve the April 17 th minutes with noted corrections.
IV. Accreditation Update (Black)	A. Black reported the following: <ul style="list-style-type: none"> ▪ Topics related to the self study will be covered at the Merritt College retreat on May 31, 2013. ▪ Team visit will occur next Spring of 2014. ▪ Self Study to the Accrediting Commission by January 2015. District Office will most likely request it from the college for approval by November 2014. ▪ Majority of the writing should be completed by May 2014. ▪ Commission has not met as of this year to finalize the colleges status. ▪ President usually receives a letter from the ACCJC by the end of June. A. Black will send an email to the campus once it is received. ▪ Time table regarding the Self Study to be shared at the Merritt College Retreat. 	

V. Committee Reports		
A) CEMPC (Black)	CEMPC is currently working on their breakout session for the College Retreat. Please see attached email.	
B) Budget Committee (Murphy/Del Rosario)	<p>D. Del Rosario reported the following:</p> <ul style="list-style-type: none"> ▪ Budget for the 2013-14 fiscal year has been loaded in Promt. ▪ Budget will be sent electronically to all cost center managers. ▪ D. Del Rosario plans to meet with all cost center managers to review the budget and ensure it is within the proper object codes. ▪ Fund 11 Project 1071 (lottery money) has also been loaded as a lump sum in the VP of Student Services cost center (641). Money needs to be divided out to the Division Deans. ▪ Fund 12 money was restored to the amount of \$170,717. \$53,000 was held in the Business Office. It was requested of D. Del Rosario to send a spreadsheet of the funds electronically to the Council. ▪ As of May 22, 2013, the college currently has \$223,718 in facility rental funds. ▪ \$105,000 is currently being used to pay for salaries with \$98,000 paid to the Division II Dean. ▪ This raised concern with the statement the District made to restore these funds fully into the General Fund for this fiscal year. The funds have been restored to the 2013/14 fiscal year. <p>M/S/P (Black/Sealund) to approve the request of a detailed rational of why funds were not fully restored from the District for the Division II Deans position within the 2012-13 fiscal year and asked that they be restored entirely.</p> <p>M/S/P (Black/Park) to approve a request from the District regarding the restoration of funds for the Dean of Special Programs and Grants position within the 2013-14 fiscal year per the ACCJC follow-up report.</p>	<p>D. Del Rosario to send a spreadsheet of funds electronically to all Council members.</p> <p>M/S/P (Black/Sealund) to approve the request of a detailed rational of why funds were not fully restored from the District for the Division II Deans position within the 2012-13 fiscal year and asked that they be restored entirely.</p> <p>M/S/P (Black/Park) to approve a request from the District regarding the restoration of funds for the Dean of Special Programs and Grants position within the 2013-14 fiscal year per the ACCJC follow-up report.</p>
C) Facilities (Drazen)	<p>B. Drazen reported the following:</p> <ul style="list-style-type: none"> ▪ Committee met on Tuesday, May 14, 2013 and the meeting was well participated. Concerns about the use of our soccer field and stadium arose. It was suggested to have someone supervise these rentals on evening and 	M/S/P (Black/Drazen) to approve a meeting request between the College President, the Council and VC Ikharo to discuss the spending of

	<p>weekends.</p> <ul style="list-style-type: none"> ▪ Provided an update to the status of the renovated L Building based on the May 9, 2013 meeting. The Library and Learning Center will be able to move in December 2013 or January 2014. ▪ Chiller plant project is scheduled to be completed December 2013 although the District has indicated that it will be complete by May 2013. ▪ Uncertain of when construction will commence for the new Allied Health Building but it will be sometime within the Fall semester. Access to the A Building will be limited due to the construction. ▪ Computer refresh is moving forward for the campus computer labs. Waiting on implementation plans from campus IT. ▪ Funding for emergency repairs district wide will be used from the Merritt Solar Panel savings. Most crucial projects to be completed first for liability reasons. Dispute was had about the use of these funds being spent district-wide. Risk Management was asked to walk the Merritt campus to physically see our needs. ▪ Short term projects that were approved by President Herring in December 2011 are proceeding forward but funding for these projects is unclear. <p>M/S/P (Black/Drazen) to approve a meeting request between the College President, the Council and VC Ikharo to discuss the spending of Measure A funds and request that a detailed report be provided.</p>	<p>Measure A funds and request that a detailed report be provided.</p>
<p>D) CDCPD (Brown)</p>	<p>S. Brown shared that the following:</p> <ul style="list-style-type: none"> ▪ Waiting for the President to approve the Department Chair election results. She is currently scheduling meetings with elected chairs. ▪ Merritt may get one more faculty. A. Black shared that the faculty position was isolated down to two disciplines. ▪ Medical Assisting gave a presentation on their program at the last CDCPD meeting. 	
<p>E) CIC (Alexander)</p>	<p>See attached report. M/S/P (Alexander/Gravenberg) to approve a request from the President to the District asking for a new hire to assist with curriculum the way the other sister colleges have done.</p>	<p>M/S/P (Alexander/Gravenberg) to approve a request from the President to the District asking for a new hire to assist with</p>

		curriculum the way the other sister colleges have done.
F) Technology (Zernicke)	Not present to report.	
VI. Presidential Updates		
A) College (Ambriz-Galaviz)	Not present to report.	
B) Academic Senate (Park)	See attached report.	
C) Classified Senate (Sealund)	1021 will switch to a 4/10 work schedule beginning June 17 – July 26, 2013. Local 39 will continue with a traditional 5/8 work schedule. Still waiting on requested hires.	
D) ASMC (Anderson)	See attached report.	
VII. Upcoming Events		
<ul style="list-style-type: none"> ▪ Merritt Graduation ▪ College-wide Retreat 	The Merritt College Graduation will be held on Friday, May 24, 2013 at 4:30 p.m. not at 4:00 p.m. as noted on the agenda. Rehearsal to be held in the Student Lounge tomorrow at noon.	
	Meeting adjourned at 5:04 p.m.	