

MERRITT COLLEGE
Notes of the College Council Meeting
April 22, 2015, 3:00 p.m., Room R23

Attendees: T. Park, A. Trotter, R. Allen, S. Harding, D. Hankins, T. Brice, W. Karim, L. Willis, M.L. Zernicke, B. Drazen, N. Ambriz-Galaviz, D. Del Rosario

Absent: J. Hampton, M. Sealund, E. Bugg, A. Cedillo, A. Mansur, T. Christian, M. Leung, S. Martinez, A. McCray, J. Drinnon

Guests: D. Ford, C. Madlock, W. Love, R. Moss

AGENDA ITEM	DISCUSSION	FOLLOW UP/ACTION
<p>I. Action Items/Presentations:</p> <ul style="list-style-type: none"> • District IT Updates (Madlock) • District Strategic Plan (Ambriz-Galaviz) 	<p>D. Hankins called the meeting to order at 3:18 p.m.</p> <p>C. Madlock provided updates to the following four items:</p> <ol style="list-style-type: none"> 1. Voiceover IP 2. Technology within the new Science Building 3. District Gmail Conversion 4. Early Alert System <p>Below are highlights from the updates provided:</p> <p>Early Alert</p> <ul style="list-style-type: none"> ▪ Button located on electronic roster but is currently inactive. ▪ Working with faculty to build this system. ▪ Allows for immediate intervention for enrollment management. <p>Gmail Conversion</p> <ul style="list-style-type: none"> ▪ Went out to bid but only one response was received and it did not comply with the District's needs. Must send out to re-bid. ▪ More cost effective system than outlook. ▪ Research supports this conversion. ▪ Conversion plan will include IT support. <p>Voiceover IP / Science Building Technology</p> <ul style="list-style-type: none"> ▪ Phone system district-wide is outdated. ▪ Racing to have new system in place by June 30, 2015 to integrate the new Science building technology. ▪ On Monday, April 27, 2015, there will be a kick-off event to introduce the vendor, answer questions, and review features. 	

	<p>The Strategic Plan was emailed to all members of the council and was displayed for discussion purposes. Below are highlights from the discussion:</p> <ul style="list-style-type: none"> ▪ For formality purposes, the plan had to be vetted through college governance. ▪ Plan also being shared with the Academic Senate on May 7th. ▪ Plan is already outdated. The data collected, organized and compiled was from 2012. ▪ Concerns were raised on how we identify/recognize programs of distinction and how our college's voice can be heard before the development of such a document. 	
II. Agenda Review, Changes and Adoption	No quorum to approve.	
III. Review and Approval of Minutes: • March 25, 2015	No quorum to approve.	
IV. Accreditation (Bugg)	<p>N. Ambriz-Galaviz shared the following regarding our Substantive Change update:</p> <ul style="list-style-type: none"> ▪ Report will be posted to our Accreditation web-page. ▪ Report based on Distance Education. ▪ Report could not be submitted to the ACCJC prior to our visit. ▪ Merritt missed the June timeline submission but we are not the only college in this predicament. 	
V. Presidential Updates		
A) ASMC (Christian)	No ASMC representatives present to report.	
C) Academic Senate (Park)	T. Park referred to her written report which has been attached to the notes.	
B) Classified Senate (Harding)	S. Harding referred to her written report which has been attached to the notes.	
D) College (Ambriz-Galaviz)	<p>N. Ambriz-Galaviz shared the following:</p> <ul style="list-style-type: none"> ▪ Currently faced with the challenge of retaining and identifying Administrative staff. ▪ Contacted H.R. to get a contracted veteran Admin hired. ▪ Accreditation task force convened its first meeting since the visit to work on developing a strategy plan. ▪ Addressing issues of office space in the new Science Building. Two meetings have been held to come to a consensus. Prior space allocation did not include Math faculty. Plan must be identified before D Building is decommissioned December 2015. ▪ Faculty hiring committees are moving forward. Three counselor positions were re-affirmed yesterday: 	

	<ol style="list-style-type: none"> 1. Sankofa 2. Veterans 3. Puente <ul style="list-style-type: none"> ▪ Still working with DSPS office to reach agreement on funding the DSPS Counselor. ▪ Exploring possible transfer from other colleges for Division II Dean. <p>A. Trotter expressed concern about the Colleges hiring process. Failed searches are leading to other processes.</p>	
VI. Committee Reports		
A) CBC (Willis)	Committee report not given due to time.	
D) CDCPD (Drinnon)	Committee report not given due to time.	
B) CEMPC (Bugg)	Committee report not given due to time.	
C) CFC (Drazen)	Committee report not given due to time.	
E) CIC (McCray)	Committee report not given due to time.	
F) MTC (Zernicke)	Committee report not given due to time.	
VII. Upcoming Events/Announcements		
<ul style="list-style-type: none"> • PCCD EcoFest, 4/23/2015 • Annual Achievement Awards, 4/24/2015 • PTK Induction Ceremony, 5/1/2015 • PAAAA Annual Scholarship Reception, 5/1/2015 • Land Hort Plant Sale, 5/2-3/2015 • MC Student Awards Banquet, 5/14/2015 • Peralta African-American Graduation, 5/16/2015 • MC Commencement Ceremony, 5/20/2015 	D. Hankins read the events listed on the agenda.	
	Adjourned @ 5:20 p.m.	

SH
5/11/2015

Written Report to College Council
April 22, 2015

Committee: Merritt College Classified Senate (MCCS)

Meeting Date: April 21, 2015

Submitted by: Stefanie Harding

Please reference below updates:

- MCCS hosted a Professional Development Activity on Wednesday, April 1, 2015 highlighting healthy habits (i.e. Exercise, Nutrition & Ergonomics). High praise was received by all those who attended. The Senate is planning for a part-two to take place on Thursday, June 25, 2015.
- The MCCS just received notification that they were nominated to receive a Model Senate Award during the Classified Leadership Institute being held June 4-6, 2015 in Tahoe, CA.
- MCCS is currently requesting for an identified space to use strictly as a Classified Staff break room.
- Denise Woodward was identified as this year's winner of the Classified Senate Award to be given at the Annual Achievement Awards Celebration on April 24, 2015.
- Be on the look-out for a second edition of the "Classified Voice" newsletter coming out in May.
- Senators will be gathering May 1st to assemble Mothers day arrangements to be sold in support of classified professional development activities. Sale of these arrangements will begin May 4th.
- MCCS Election process will begin May 4, 2015. Nominations will last May 4-22, 2015. Voting will occur May 27-June 2, 2015. Five of our nine senators are up for re-election.
- Meeting dates for the remainder of this fiscal year are as follows: 5/26/15 and 6/16/15.

Written Update to College Council for 4/22/2015 meeting

Committee: Academic Senate

Meeting Date: April 16, 2015

Submitted by: Tae-Soon Park

Please reference below updates:

- The Academic Senate Election has been closed yesterday. The results will be announced soon.
- The Academic Senate conducted College Leadership Survey and the results will be shared with the administrators. We are working on setting a meeting date/time.
- I think the Academic Senate achieved about 60% of Academic Senate 2014-15 Goals.

Thank you.