Special Joint Meeting Minutes
College Council, MCAS, MCCS, ASMC
November 25, 2020
1:00PM - 3:00PM

Zoom ID: 94611002607 **Password:** 333147

MEMBERS:

VOTING			
X	Administrator: Denise Richardson		Faculty: Rose Allen
X	Administrator: Lilia Chavez	X	Faculty: Dan Lawson
	Administrator: Chriss Foster	X	Classified: Tachetta Henry
X	Student: Michael Cooper	X	Classified: Waaduda Karim
X	Faculty: Thomas Renbarger	X	Classified: Marisol Roque
X	Faculty: Brock Drazen		Classified: Classified 39 – vacant
VOTING – Ex-Officio			
	CBC: Linnea Willis	X	IEC: Dan Lawson *
X	CFC: Brock Drazen*		MTS: Derrick Ross
NON-VOTING – Ex-Officio			
X	President: David Johnson	X	Accreditation: Hilary Altman
	Vice President of Administrative Services – vacant		

GUESTS: F. Howard, J. Holloway, F. Moy, Buddy, S. Harding, N. Pellegrin, C. Carvalho, L. Bennett, N. Thai, T. Anderson, S. DeVito, M. Henderson, C. Brown, L. Pires, M. Amboy, D. Hankins, M. Rubio, J. Saleh, M. Spencer, T. Marrero and B. Herrera

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 1:18PM Quorum meet with the following constituency groups: Merritt College Academic Senate (MCAS): yes Merritt College Classified Senate (MCCS): yes Associate Students Merritt College (ASMC): yes	
II. Adoption of Agenda	Requested correction: ▪ Move Approval of Minutes to Item III. Requested to add the following items: • Under Action Items/Presentations, add: Approval of Draft version of 2020 Participatory Governance Handbook and Action Items from CFC Agenda approved as amended. M/S/U (Richardson/Chavez) Requested to add an additional item under: • Under Action Items/Presentations, add: Resourcing the EMP Task Force Agenda approved as amended. M/S/U (Lawson/Chavez)	Motion carried unanimously to adopt agenda. Chair – Email to merrittgovdocs@peralta.edu
III. Approval of Minutes	October 28, 2020 Requested the following edits: ▪ Mark Chavez as present.	M/S/U (Lawson/Chavez) to approve agenda.

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.

	Agenda approved as amended. M/S/U (Lawson/Chavez)	Chair – Email to merrittgovdocs@peralta.edu
IV. Action Items/ Presentations	a. Approval of the Institutional Self-Evaluation Report Johnson acknowledged the hard work of the ISER team which included students, classified, faculty and administrators. In addition, the Chancellor, district team and BOT were thanked for their support. ISER was viewed via Share Screen as Johnson highlighted timeline, expectations and work that is still in progress. Merritt has hired an editor and technical support team to finalize the document that will be reviewed by the BOT on 12/8/20. The four colleges will then formally submit the completed ISER to ACCJC on 12/18/20. The ACCJC Virtual visit will then be held on 3/1/21-3/4/21. Discussion highlights included: New section around improvement plans and the challenge of the college completing sections originally assigned to the district such as the functional map. b. Approval of Draft version of 2020 Participatory Governance Handbook Richardson reported that Merritt College has a 2016 and a 2018 Participatory Governance Handbook. S Harding merged both of those handbooks together and created a 2020 version with additional supporting documents which was presented via a Share Screen in addition to the suggested edits to be included into the Constitution. College Council approves the ISER pending final edits. and the Draft version of 2020 Participatory Governance Handbook. M/S/U (Lawson/Cooper) MCAS approves the ISER pending final edits and the Draft version of 2020 Participatory Governance Handbook. M/S/U (Lawson/DeVito) MCCS approves the ISER pending final edits and the Draft version of 2020 Participatory Governance Handbook. M/S/U (Henry/Roque) ASMC approves Draft version of 2020 Participatory Governance Handbook. M/S/U (Henderson/Cooper) ASMC approves the ISER pending final edits. M/S/U (Copper/Henderson) c. Action Items from College Facilities College (CFC) Two action items were presented by Drazen: 1. Combine CFC with Health & Safety Committee for 2020-21. Both committees will meet during CFC's scheduled time. Motion to recommend to the President to approve the joint meeting of CFC and Health & Safety Committee for the remaining of the academic school year. The appropriate	College Council approves the ISER pending final edits and the Draft version of 2020 Participatory Governance Handbook. M/S/U (Lawson/Cooper) MCAS approves the ISER pending final edits and the Draft version of 2020 Participatory Governance Handbook. M/S/U (Lawson/DeVito) MCCS approves the ISER pending final edits and the Draft version of 2020 Participatory Governance Handbook. M/S/U (Henry/Roque) ASMC approves Draft version of 2020 Participatory Governance Handbook. M/S/U (Henderson/Cooper) ASMC approves the ISER pending final edits. M/S/U (Copper/Henderson) Motion to recommend to the President to approve the joint meeting of CFC and Health & Safety Committee for the remaining of the academic school year. The appropriate adjustments will be made to the governance handbook and each committee will submit a separate set of minutes even

	adjustments will be made to the governance handbook and each committee will submit a separate set of minutes even though they are meeting jointly. M/S/U (Drazen/Henry) 2. Repair and/or upgrade the equipment in server rooms. Discussion included the recommendation to add the action item to the Resource Request. C. Brown shared that the Technology Committee has discussed this matter and will be sharing past emails with Facilities. Motion to recommend to the President to update AC by repair or replacement in 12 network rooms on campus as an emergency response to potential shutdown of campus networks. M/S/U (Drazen/Henry) d. Resourcing the Educational Master Plan (EMP) Task Force Pellegrin shared that the Task Force requires resources such as a writer and graphic designer in putting together the EMP. Motion to recommend to the President to resource an EMP Taskforce in order to provide the necessary support to the Director of Research. M/S/U (Lawson/Chavez)	though they are meeting jointly. M/S/U (Drazen/Henry) Motion to recommend to the President to update AC by repair or replacement in 12 network rooms on campus as an emergency response to potential shutdown of campus networks. M/S/U (Drazen/Henry) Motion to recommend to the President to resource an EMP Taskforce in order to provide the necessary support to the Director of Research. M/S/U (Lawson/Chavez)

V. Presidential Updates	a. ASMC
	Cooper reported:
	    ▪ Participated in the ISER while working on the student communication platform.
	
	b. Classified Senate
	Henry reported:
	    ▪ Hiring prioritization list will be completed in December and it will reference resource requests. Staff continue to face many challenges, including mental health while working remotely. Suggest working with other Presidents in organizing a workshop.
	
	c. Academic Senate
	Renbarger reported:
	    ▪ Senate voted to approve the CDCPD recommendation for prioritizing faculty hires. In addition will be reviewing motions related to career education affiliate contracts in particular contracts that don't have a financial component in addition return to campus lab sections and CE courses.
	
	d. College
	Johnson reported:
	    ▪ Looks forward to reviewing the faculty and classified hiring prioritization lists. The college is in the final stages hiring a Vice President of Administrative Services (VPAS), Vice President of Instruction (VPI), Web Content Developer and Principal Accounting Technician. Lastly, highlighted the accomplishment of earning the 2020 Equity Champion Award for higher education.	

VI. Committee Reports	a. College Budget Committee (CBC) ▪ No report provided. b. College Facilities Committee (CFC) ▪ No report provided. c. Institutional Effectiveness Committee (IEC) ▪ No report provided. d. Merritt Technology Committee (MTC) ▪ No report provided. e. Accreditation ▪ No report provided.	
VII. Announcements	No announcements provided.	
VIII. Adjournment	Meeting adjourned at 3:02PM.	

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