

MERRITT COLLEGE
Minutes of the College Council Meeting
October 26, 2016 3:00 p.m. to 5:00 p.m., R-29

Attendees: Stefanie Harding, Waaduda Karim, Maria Perez, Jamila Saleh, Kinga Sidzinska, Samantha Kessler, Walter Johnson, Margie Rubio, Ernesto Nery

Absent: Tim Brice, Maura Sealund, Charlotte Victorian, Daraja Wagner, Ron Perez

AGENDA ITEM	DISCUSSION	ACTION/FOLLOW-UP
	The meeting was called to order at 3:12pm	
I. Agenda Review, Changes, and Adoption	The agenda and minutes were reviewed; CEMPC report will be moved before 4:00pm. Remove CIC report from agenda. Motion to focus on area E from IEPI instead of reviewing the results from Spring evaluation. Table discussion of goals for College Council for next meeting. Table Presidential report for next meeting. Items 4-6 tabled for next meeting and add focus area.	M/S/P D. Hankins/ R. Allen/ Unanimous
II. Action Items/Presentations <ul style="list-style-type: none"> • College Council Chair and Vice-Chair 	College Council Chair and Co-Chair: <ul style="list-style-type: none"> • Chair nomination, A. McCray nominated L. Willis and M. Rivas. Motion to approve L. Willis and M. Rivas as Co-Chairs of the College Council Committee. 	M/S/P/ R. Allen/ D. Hankins/ Unanimous
III. Focus Area E from IEPI (M. Rivas)	Focus area E from IEPI, M. Rivas. <ul style="list-style-type: none"> • Institutional Educational planning to establish a leadership task force. The team constituencies are C. Coleman, T. Renbarger, M. Bull, H. Casale, M. Rivas. To focus on 4-5 areas including shared governance, assessment, institutional set standards, program review, and institutional effectiveness. Grant was given to move towards improvement. Focus area E, is shared governance and communication. This area is based on how to improve the shared governance process and hiring a contractor to assist with the college shared governance handbook. The 	

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	<p>leadership task force team is reaching out to Hilary Altman and Mary Denise Jackson to assist with the communication portion of the recommendation. All presidents on campus will work together to come up with goals and ideas, to establish clear processes and clear communication empower students and assisting students to navigate the campus and assist with their goals.</p> <ul style="list-style-type: none"> • W. Karim, an idea is to have a scavenger hunt to help staff and faculty become more familiar with our campus offices and locations and services we provide. • M. Rivas, Presidents will have a solutions meeting to give communication system throughout the campus. • B. Herrera, need to know which offices and space are available to reconfigure office and general space. • M. Rivas, to have a shared vision of the campus and to come up with a system that is shared would work well. • N. Thai, two major things shared from retreat, are to visit other campuses shared governance meetings. • S. Kessler, standing agenda item for item 5 of IEPI is shared governance and communication. S. Kessler will do a survey of communication and support of students. Survey will be for students and faculty. Noel Levits survey was provided to the students in 2011 and 2014. With this survey we will be able to see how students feel and how faculties feel about the college. This will help make evidence based decision Staff and faculty survey has not been provided since 2009. 	
VII. ACCJC	ACCJC visit will be November 9, 2016. 5 members who attended the last visit. No specific names were given. Dr. trotter will be in attendance for accreditation visit.	
Academic Senate (Rivas)	<ul style="list-style-type: none"> • Senate passed the resolution on enrollment 	

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	<p>management. Discussed developing a philosophy of enrollment management. There is a course management system free to teach online for five years. There are colleges in California that have adopted this system. There needs to be training for faculty on using CANVAs which is the new system. About \$20,000 would be needed to fund CANVAS. A 0.4 release time would be needed help faculty coordinate for this system.</p> <ul style="list-style-type: none"> • S. Brown, learning center and library faculty may coordinate to work on this grant. • N. Thai 2016-2017 \$5 million was received at state Chancellor’s office for free textbooks for courses. • M. Rivas, a rubric and list of criteria for hiring new faculty needs to be reviewed y CDCPD. 	
Classified Senate (Karim)	<ul style="list-style-type: none"> • Reviewed goals and committee appointments. M. Bull and M. Rivas expressed interest to join the IEPI. 	
<p>Committee Reports/Goal Assessments</p> <ul style="list-style-type: none"> A. CBC (Willis) B. CEMPC (Elliott) C. CFC (Del Rosario) D. MTC (TBD) 	<p>College Budget Committee</p> <ul style="list-style-type: none"> • CBC has met twice. L. Willis was nominated to continue as Co-Chair for the CBC. CBC is prepared for accreditation visit. Informational summary will be provided prior to the visit. IPBM is o time and followed by a process. Every year systems have been improved. Discusses budget for 2016-2017 fiscal year and will meet with CEMPC during the year. All met with J. Lamb to review the process and looked at meeting schedule. Reviewing master calendar at College Council (See Report) • A. Cedillo stated that SSSP does meet from 3:30pm-4:30pm on Third Thursday of the month. • N. Thai stated that CDCPD is distinguishing fixed costs and new allocation requests. <p>Merritt Technology Committee</p> <ul style="list-style-type: none"> • Merritt Technology Committee provided a written 	

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	report.	
X. Upcoming Events	November 2, 2016 Day of the Dead Event. November 9, 2016 Indigenous Peoples Day November 4, 2016 Community Partner Breakfast November 8, 2016 Welcome Center Opening	
	The meeting was adjourned at 4:31p.m.	M/S/P S. Kessler/ M. Rivas/ Unanimous

Initials of note taker: M.P. 11/16/2016