

**MERRITT COLLEGE**  
**Minutes of the \_\_\_\_\_ CEMPC Meeting**  
**Wednesday, November 13, 2013**

Present: Dr. Elmer Bugg, Chris Grampp, Ann Elliott, Stacy Thompson (standing in for VP Student Services), Doris Hankins, Janet Zepel, Tae-Soon Park (arrived 4:35)

Guest(s):

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW UP/ACTION</b>
<b>1. Call to Order</b>	3:30 pm	
<b>2. Approval of Wednesday, November 13, 2013 Agenda</b>	Moved by Doris Hankins, seconded by Ann Elliott.	Passed. Stacy Thompson
<b>3. Approval of Wednesday, October 9, 2013 Minutes</b>	Moved to review minutes until next month when there are more members in attendance.	
<b>4. Accreditation Role: Standard I</b> <b>a. Accessing the the Standard 1 dropbox)</b>		

<p><b>5. Action items for CEMPC to approve and forward to College Council:</b></p> <p><b>a. Reviewing the Merritt College Mission Statement</b></p> <p><b>b. Flyer Version vs. Online Version (Handouts)</b></p> <p><b>c. Understanding Standard 1 Requirements for Merritt's Mission Statement</b></p> <p><b>d. Assessment Findings (Discussion)</b></p> <p><b>e. Resolution to College Council, inclusive of a schedule for an annual review (Handout)</b></p>	<p>a. There are two mission statements out there --- one on the website and one that is printed &amp; posted. The website posting shows the addition of a vision statement and a listing of core values. The addition of 4 words to our Mission Statement (“and a global economy” at the end of the first sentence) will be forwarded for review by the College Council as a minor addendum, and if approved by forwarded to the Accreditation Liaison Officer. The College Council, which is the representative of all the constituent groups within the college, is the appropriate forum for a process to be developed that brings input from all the constituent groups.</p> <p>The current mission statement is not in alignment with Standard 1.</p>	
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<p><b>Developing Strategic Objectives FY '13 – '14 through FY '15 – '16 (cont'd)</b></p>	<p>Discussion regarding the following:</p> <p>Ensure that outcomes of learning assessment are driving our planning and budgeting processes.</p> <p>Ensure that the college meets FTES targets, so that within a division or department courses are distributed in a way that allows students to achieve their educational goals regardless if they are day or evening attendees.</p> <p>Verifying data submitted for the Merritt College scorecard, and aligning institutional practices to improve scorecard outcomes with emphasis on special populations.</p> <p>Dr. Bugg spoke to the process of attaching measurable goals to activities to improve specific measurements. Review of the scorecard showed that we have not been using the data available. Ann Elliott spoke to the need of knowing more about our students so we can better understand the data.</p>	
<p><b>Other/New Business</b></p>		
<p><b>Announcements</b></p>		
<p><b>Adjournment</b></p>	<p>Doris Hankins moved, Tae-Soon seconded.</p>	<p>Adjourned 5:02 pm</p>