

**MERRITT COLLEGE**  
**Minutes of the CEMPC Meeting**  
**Wednesday, November 4, 2015**

*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 and global economy.*

*To accomplish its mission, Merritt College provides open access to excellent instructional programs and comprehensive support services in a culturally rich, caring and supportive learning environment.*

*Our purpose is to provide opportunities for lifelong learning, contribute to the economic growth of our communities while assisting students to attain degrees and certificates, earn credits to transfer and develop the skills necessary to complete their educational goals.*

Present: Dr. Wise Allen, Molly Sealund, Tom Renbarger, Marilyn Bull, Bill Love, Ann Elliott, Stefanie Harding, Tina Vasconcellos, Mario Rivas, Tanya Ilarde

Note taker: Tachetta Henry

AGENDA ITEM	DISCUSSION	FOLLOW UP/ACTION
<b>I. Approval of Wednesday, November 4, 2015 Agenda</b>		T. Ilarde motioned to approve agenda; 2 <sup>nd</sup> by M. Rivas. Motioned approved.
<b>II. Approval of Minutes for October 7, 2015</b>		W. Love motioned to approve minutes; 2 <sup>nd</sup> by M. Bull. 9 yes and 1 abstention. Motion approved.

<p><b>III. Review and comments regarding the by-laws.</b></p>	<p>A timeline was incorporated within the charge of the committee to make it clear as to what is supposed to be done and when it is to be done. Clarification of co-chairpersons duties was discussed and minor corrections were made to the by-laws (see attached).</p>	<p>M. Rivas motioned to approve the by-laws with corrections; 2<sup>nd</sup> by W. Love. Motion approved by committee.</p>
<p><b>IV. Review the Handbook</b></p>	<p>A shared governance process diagram was presented to the committee that reflects the Academic Senate's 10+1 responsibility (see attached). A subcommittee will be formed to work on updating the 2015 Integrated Budget and Planning flow chart to present for review to College Council.</p>	<p>T. Vasconcellos, M. Rivas, and A. Elliott will work on updating the Integrated Budget &amp; Planning flow chart. Motion approved by committee.</p>
<p><b>V. Draft a recommendation for the College Council</b></p>	<p>Tabled</p>	
<p><b>Adjournment</b></p>	<p>Meeting adjourned at 3:00pm</p>	