

**Merced College
Merced Community College District
3600 M Street
Merced, CA 95348**

**Substantive Change Proposal
Delhi, Dos Palos, and Mariposa High Schools**

**Anne Newins
Vice President Student Services
Accreditation Liaison Officer**

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**SUBSTANTIVE CHANGE PROPOSAL
DELHI, DOS PALOS AND MARIPOSA HIGH SCHOOLS
MERCED COLLEGE
MERCED COMMUNITY COLLEGE DISTRICT**

A. & B. PROPOSED CHANGE DESCRIPTION

Brief Description of the Change

Merced College, operating since 1963, serves a largely rural area with District boundaries that include all of Merced County and parts of Madera and Fresno Counties, and the area served by the Los Banos Unified School District. A majority of course offerings are held at the main campus in Merced; however, the College has been offering classes in high schools within its District boundaries in order to serve its population that is deterred from taking classes at the main campus because of distance. The attached map shows the District's service area and the locations of the three high schools addressed in this proposal.

Delhi High School

9384 Merced Avenue
Delhi, CA 95315

This high school is a distance of 23.4 miles from Merced's main campus.

Dos Palos High School

1701 E. Blossom Street
Dos Palos, CA 93620

This high school is 31.9 miles from Merced's main campus.

Mariposa County High School

0260 5074 Old Highway North
Mariposa, CA 95338

This high school is 40.5 miles from Merced's main campus.

Over the course of time, the success of these off-site locations has caused the College to expand offerings to the point where, now, 50% of a degree or certificate program may be obtained at these off-site locations. This situation precipitates the need for a Substantive Change Proposal requesting the Accrediting Commission for Community and Junior Colleges (ACCJC) to approve these locations that are away from the main campus.

The courses offered at the high school sites are under the jurisdiction of Merced College and part of the Merced Community College District's Educational/Facilities Master Plan to distribute educational opportunities in areas where students have the ability to benefit. Consequently, these locations reduce travel time and provide greater community access to higher education.

The Merced Community College District has excellent relationships with the high schools where the courses are offered and there are extensive collaborative efforts between the College and high schools in order to ensure the continuance of these courses.

Relationship to College Mission and Vision

Coursework offered at the high school locations support the Mission and Vision of the College and its commitment to serving students with challenging educational opportunities in a supportive environment, and fostering an environment of respect and support for diversity. The use of high school locations directly increases the public's access to higher education in Merced's service area. As a part of fulfilling the Mission and Vision of the College regarding course offerings, students are able to obtain general education for transfer to universities and the completion of much of the College's Associate Degree Breadth Requirements. The College provides on-site registration and bookstore services at the sites at the beginning of the semester and refers students to the main campus for services when appropriate.

Rationale for Change

The Merced Community College District serves a large geographic region which is primarily rural and agricultural in nature. The District's service area is not only widespread, but is also plagued by insufficient roads and lack of public transportation. The District's administration has thus recognized that the region would be best served by distributing educational opportunities in an economically feasible manner by offering courses in existing facilities, such as the local high schools. This approach supports the District's commitments as stated in the Vision 2020 statement which is contained in the Educational/Facilities Master Plan: In Cadence With The Future 2001-2020.

C. PLANNING PROCESS DESCRIPTION

Relationship to College Mission

Course offerings at Delhi, Dos Palos, and Mariposa High Schools support the Merced Community College District's stated philosophy to encourage active participation in a democratic society by providing educational opportunities for all who qualify and can benefit. The educational services provided by the College enhance the cultural, economic and social life of the community and respond to its changing needs.

Needs and Resources Assessment

The three high schools are located in areas too remote for many students to access on-campus offerings. These off-campus sites give Merced College a vehicle for serving and providing access to these areas. These high school sites meet that need as they are situated in the very heart of the off-site populations. In addition these sites provide a convenience to students without which they might not be able to attempt college course work. The sites provide basic skills, college transfer and introductory vocational offerings to the community.

Anticipated Effect on the College

These high school sites should increase the number of certificates and degrees awarded by the College by broadening access within its student service area. Total college enrollment should increase as students enroll at the sites instead of abandoning their educational goals.

Intended Improvements

The intended improvement for Merced College in fostering the use of off-campus sites is that it provides the College with the capacity to serve the far reaching edges of the community. Residents living within the Delhi, Dos Palos, and Mariposa High School District boundaries can attend college classes without commuting to the main campus.

Description of Preparation Process

For some years, the Merced Community College District and the Delhi, Los Palos, and Mariposa High School Districts have worked collaboratively to ensure that high school resources can be used by District residents to take college courses. This partnership allows for an efficient use of resources so that all partners and the community will benefit from the union. The Merced Community College District has neither the resources nor the student demand to warrant construction of its own facilities at these locations. Sharing the High Schools' facilities, when not in use by the High Schools, is an efficient use of public resources.

Merced College programs are developed following a standard protocol. The planning process for programs and curriculum includes:

- Instructional program review for each program on a regular basis.
- Instructional Master Planning Committee that accepts five-year plans from the division.
- Educational Master Planning Committee that oversees the planning for all areas of the campus: instruction, technology, facilities, student services, and administration.
- Curriculum Committee that approves individual courses for each program on a six-year cycle and that approves any changes or creation of new programs prior to Board approval.
- Board of Trustees approval of all courses and programs.
- Chancellor's Office approval for all new programs.

All courses follow a rigorous approval process through the Curriculum Committee. Transfer courses are submitted through the articulation process for approval for IGETC (Intersegmental General Education Transfer Credit), CSU Breadth (California State University), and US-TCA (University of California Transfer Credit Approval). If a course is not approved for transfer, the faculty are notified and offered the option to redesign the course. Courses designed for transfer are offered only if they have prior approval for transfer credit from the four-year institutions of higher education.

D. EVIDENCE OF ADEQUATE RESOURCES

Faculty, Management, and Support Staffing

Faculty: The instructional administrators responsible for off-campus sites, in consultation with main campus division chairs, hire faculty for assignment to the three high school sites using the same process as implemented at the main campus. The faculty members assigned to the off-campus sites are part of the main campus' academic divisions, possess the required minimum qualifications and are evaluated using the same process as that used for main campus faculty.

Management: Merced College has a full time educational administrator who has as one of his/her responsibilities the oversight and coordination of off-site operations.

Support staff: Merced College sends administrative, certificated, and classified personnel from the main campus to the sites to assist as needed. Additionally, a key contact within the high school staff is provided for specific questions related to the high schools. During peak enrollment periods, the Merced main campus provides additional support staff to set up and operate bookstore services and to assist with enrollment and admissions functions as well as Financial Aid services. All support staff who assist at the sites are hired or assigned through the established Merced College hiring process.

Equipment and Facilities

Merced College has excellent relationships with Delhi, Los Palos and Mariposa High Schools and at this time facilities are available to the College without charge. Students have access to the Merced College Library through its online resources.

Long Term Fiscal Resources

Staff salaries are funded by Merced College through the main campus existing College budget allocation process.

Achievement Monitoring Plan

Evaluation and monitoring of the off-site locations is conducted through the existing curriculum process Merced has established for all courses and programs.

The curriculum process at Merced College is the primary means by which student learning outcomes at the course and program level are determined. The Curriculum Committee is comprised primarily of faculty, with input from the Articulation/Matriculation Coordinator, Research Analyst, and Vice President of Instruction, and Instructional Deans. All courses are scrutinized for compliance with Title V regulations, Education Code, Matriculation regulations, and articulation needs. The course description includes the student learning outcomes and a description of the methods of instruction, as well as a course outline, required textbooks, assignments outside of class, and methods of evaluation. This process pertains to all courses offered whether on the main campus or off site.

E. EVIDENCE OF NECESSARY INTERNAL AND EXTERNAL APPROVALS

Evidence of Governing Board Action

The Merced College Board of Trustees has, through its administration, approved the offering of courses in Delhi, Los Palos, and Mariposa High Schools. The High School Districts, through their administrations have approved the offering of college courses at their schools.

The Merced College Board approved this Substantive Change Report at its February 5, 2008 meeting.

F. ACCREDITATION ELIGIBILITY REQUIREMENTS

Offering courses at the three high school locations will not alter the College's ongoing ability to meet accreditation eligibility requirements in the following areas:

1. Authority

Merced College is authorized or licensed to operate as an educational institution and to award degrees by an appropriate governmental organization or agency as required by each of the jurisdictions or regions in which it operates, reference California Code of Regulations, Title V, division 6. The offering of courses at off-campus sites falls within this authority. The College is accredited by the Western Association of Schools and Colleges and is part of the California Community Colleges system.

2. Mission

Merced College's educational mission is clearly defined, adopted, and published by its governing board consistent with its legal authorization, and is appropriate to a degree-granting institution of higher education and the constituency it seeks to serve. Serving students at off-campus sites is consistent with the mission of the College.

3. Governing Board

Merced College has a functioning governing board responsible for the quality and integrity of the College and for ensuring that the College's mission is being carried out. Its membership is sufficient in size and composition to fulfill all board responsibilities. The governing board is an independent policy-making body capable of reflecting constituent and public interest in board activities and decisions. The Board supports offering classes at off-campus sites. None of its board members has any employment, family, ownership, or other personal financial interest in Merced College.

4. Chief Executive Officer

Merced College has a chief executive officer who is appointed by the governing board, and whose primary responsibility is to the College. The chief executive officer supports offering classes at off-campus sites.

5. Administrative Capacity

Merced College has sufficient staff, with appropriate preparation and experience to provide the administrative services necessary to support its mission and purpose. Each off-site location reports to an administrator responsible for that site.

6. Operational Status

Merced College is operational, with students actively pursuing its degree programs. Off-site locations are extensions of existing courses and programs.

7. Degrees

A substantial portion of Merced College's educational offerings are programs that lead to degrees, and a significant proportion of its students are enrolled in them. Courses offered at off-site locations are the same as those currently offered by the College at its main campus.

8. Educational Programs

Merced College's principal degree programs are congruent with its mission, are based on recognized higher education field(s) of study, are of sufficient content and length, and are conducted at levels of quality and rigor appropriate to the degrees offered. A significant number of its degree programs are of two academic years in length. Courses offered at off-site locations are the same as courses offered at the main campus and facilitate degree completion.

9. Academic Credit

Merced College awards academic credits based on generally accepted practices in degree-granted institutions of higher education. Merced College is governed by the statutory and system regulatory requirements of the California Community College's Chancellor's Office. The College follows the Chancellor's Office's requirements for the awarding of academic credit. It provides appropriate information regarding the award of academic credit in its catalog. The award of credit is the same for courses offered at off-site locations.

10. Educational Objectives

Merced College defines and publishes for each program the program's educational objectives for students. The objectives are the same for courses offered at off-site locations.

11. General Education

Merced College defines and incorporates into all of its degree programs a substantial component of general education designed to ensure breadth of knowledge and promote intellectual inquiry. The general education component includes demonstrated competence in writing and computational skills and an introduction to some of the major areas of knowledge. Degree credit for general education programs is consistent with levels of quality and rigor appropriate to higher education. The off-site course offerings include general education requirements.

12. Faculty

Merced College has a substantial core of qualified faculty with full-time responsibility to the College. The core is sufficient in size and experience to support all of the College's educational programs. A clear statement of faculty responsibilities is provided to all faculty. Off-site classes are taught by qualified faculty.

13. Student Services

Merced College provides for all of its students appropriate student services and development programs consistent with student characteristics and the College's mission. The College has online access to applications for admission, registration, counseling, and financial aid. Students may complete an online assessment at the high school sites.

14. Admissions

Merced College has adopted and adheres to admission policies consistent with its mission that specify the qualifications of students appropriate for its programs. Enrollment in off-site courses follows the same statutes and Board Policies as for traditional courses.

15. Information and Learning Resources

Merced College provides specific long-term access to sufficient information and learning resources and services to support its mission and all of its educational programs. Library resources are available online for students who are off-site. Local libraries also provide materials.

16. Financial Resources

Merced College possesses a funding base, financial resources, and plans for financial development adequate to support its mission and educational programs and to assure financial stability. The College has made a commitment to fund offering courses off-site to the same extent for courses offered on campus.

17. Financial Accountability

Merced College regularly undergoes and makes available to the Chancellor's Office and the public an external financial audit by certified public accountants. Merced College submits a copy of the current budget and a copy of the current audited financial statement prepared by an outside certified public accountant who has no other relationship to Merced College. The audit is certified and any exceptions explained. The audit covers both the cost and income generated by off-site courses.

18. Institutional Planning and Evaluation

Merced College provides evidence of basic planning for the development of the College. The College has a planning process which identifies and integrates plans for academic personnel, learning resources, facilities, and financial development, as well as procedures for program review and institutional improvement.

Merced College systematically evaluates and makes public how well and in what ways it is accomplishing its purposes, including assessment of student learning outcomes and documentation of institutional effectiveness. The offering of courses off-site is included in the College's Educational/Facilities Master Plan.

19. Public Information

Merced College publishes in its catalog, and in other appropriate places, accurate and current information that describes its purposes and objectives; admission requirements and procedures; rules and regulations directly affecting students; programs, courses, degrees offered and degree requirements; costs and refund policies; complaint and grievance procedures; academic credentials of faculty and administrators; and other items related to attending or withdrawing from the College. The policies and procedures are the same for off-site locations.

20. Relations with the Accrediting Commission

The governing board provides assurance that Merced College adheres to the eligibility requirements, accreditation standards and policies of the Commission. The College describes itself in identical terms to all its accrediting agencies, communicates any changes in its accredited status, and agrees to disclose information required by the Commission to carry out its accrediting responsibilities. The completion of this Substantive Change Proposal is in accordance with the College's commitment to the Commission.

G. ACCREDITATION STANDARDS AND RELEVANT COMMISSION POLICIES

Standard 1: Institutional Mission and Effectiveness

- **Mission:** The College has a mission and vision statement that includes a commitment to serving all students capable of benefiting from community college instruction, preparing students for transfer and training, and providing for cultural, educational, economic development and technological needs. The mission statement is reviewed periodically using the College's shared governance processes.
- **Improving Institutional Effectiveness:** The College has a regular program review process in place for all instructional and student services programs, as well as an annual educational master plan process. The off-site locations are considered in all planning processes. In addition, the Merced Research Office gathers and provides data for analysis on the success of all students, including those enrolled in courses offered at the three off-site locations.

Standard 2: Student Learning Programs and Services

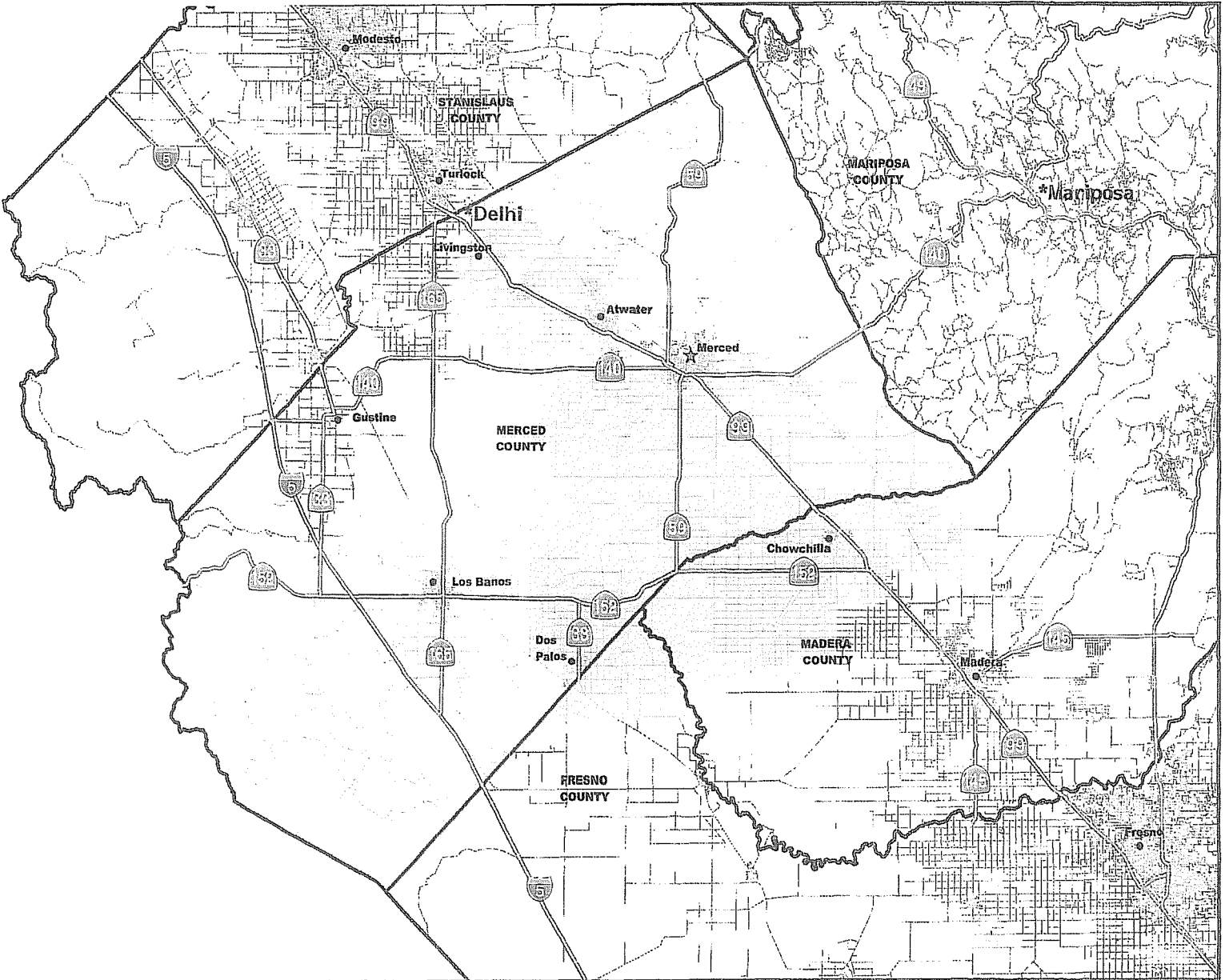
- **Instructional Programs: Program Review** is in place to systematically assess the currency of curriculum and teaching methodologies at the main campus, the Los Banos campus, and off-site high school locations. All courses offered at the three high school sites are selected from existing Merced College curriculum by the Dean responsible for off-site locations in consultation with divisional chairs at the main campus.
- **Curriculum:** The curriculum of the off-site high school locations supports the College's general education and transfer and appropriate vocational education missions. The intent is to offer primarily the first year of instruction of a program. The fundamental notion is that the terminal courses of a program and specialized facilities shall reside at the main campus. Curriculum will be designed and delivered by College faculty in accordance with curricular guidelines established by the College through its faculty senate.
- **Student Support Services:** The College recruits and admits diverse students who can benefit from its course offerings regardless of delivery location. Services currently include enrollment, fee payment, and financial aid, including assessment.
- **Library and Learning Support Services:** The Merced College Library offers online resources for students located off campus. Of course, students may also access services at the main campus.

Standard 3: Resources

- **Human Resources:** All full time and adjunct faculty teaching at the three high schools sited meet state and district minimum qualifications to be eligible to teach in their disciplines. Faculty must follow the course outline of record insuring consistency with the main campus. All personnel are treated equitably, evaluated regularly and systematically and are provided with staff development opportunities.
- **Physical and Technology Resources:** The facilities at Delhi, Los Palos, and Mariposa High Schools provide safe and pleasing physical classroom space as well as adequate technological resources.
- **Financial Resources:** The College and District's financial planning and budget processes provide sufficient and stable support for the continuance of offerings at these off-site locations. Processes allow for resources to grow as the program grows.

Standard 4: Leadership and Governance

- **Decision-Making Roles and Processes:** The Dean responsible for off-site locations actively participates in the appropriate governance and operational committees and processes required to support the offerings at the high schools.
- **Board and Administrative Organization:** The High School locations operate within the required governing board policies and regulations.



Merced Community College District
Trustee Areas

1	2	3	4
5	6	7	

Merced Community College District



Merced College

Philosophy

A democratic society functions best when its members are educated and active participants. To encourage this participation, Merced College provides educational opportunity for all who qualify and can benefit. This education involves having a respect for, and awareness of, all cultures, as well as the dignity and worth of all individuals. Merced College is dedicated to the pursuit of excellence. The leadership and educational services provided by the College reflect and enhance the cultural, economic, and social life of the community and respond to its changing needs and interests. Recognizing that learning is a life-long process, the College provides preparation for a complex and changing society while maintaining high academic standards. The College also fosters individual learning and critical thinking to enhance awareness of the inter-relationship and inter-dependence of all persons.

Mission

Students are our focus and we are known by their success.

Vision Statement

Students are our focus at Merced College. We set high standards to encourage students to reach their highest potential in a supportive environment. Diversity is a strength of our institution. Merced College is a leader in instruction and cultural activities. We value and respect all members of our community. We are known by the success of our students.

Core Values and Beliefs

- *Students –past, present, and future– are the focus of Merced College.*
- *Fostering diversity is a strength of the institution.*
- *Merced College establishes high standards and provides a challenging education to encourage students to reach their highest potential.*
- *Merced College respects and values all members of its community.*
- *Merced College serves the community by responding to cultural, educational, economic development, and technological needs.*
- *Merced College provides a supportive and fulfilling environment.*

Excerpts from Educational/Facilities Master Plan

Vision 2020

Commitments

To Students...

Provide quality instructional resources and services to students in all areas of the District.

Responses

Meeting Student Needs...

Make distance learning readily available to numerous off-campus sites

Institute a curriculum which has an interdisciplinary focus and emphasizes increased multi-cultural, global awareness

Meeting Community Needs...

Schedule classes so they are accessible to all members of area communities

Enrollment Demand

Increases in “other” participation rates in outlying communities will improve the access of these isolated populations to the College program.

Future Delivery System Considerations

Merced College represents a “District-wide” commitment to the obligation to provide needed, required and responsive programs and services throughout the entire service area.

It is apparent that instructional services must be delivered throughout the entire District.

Excerpts from Educational/Facilities Master Plan

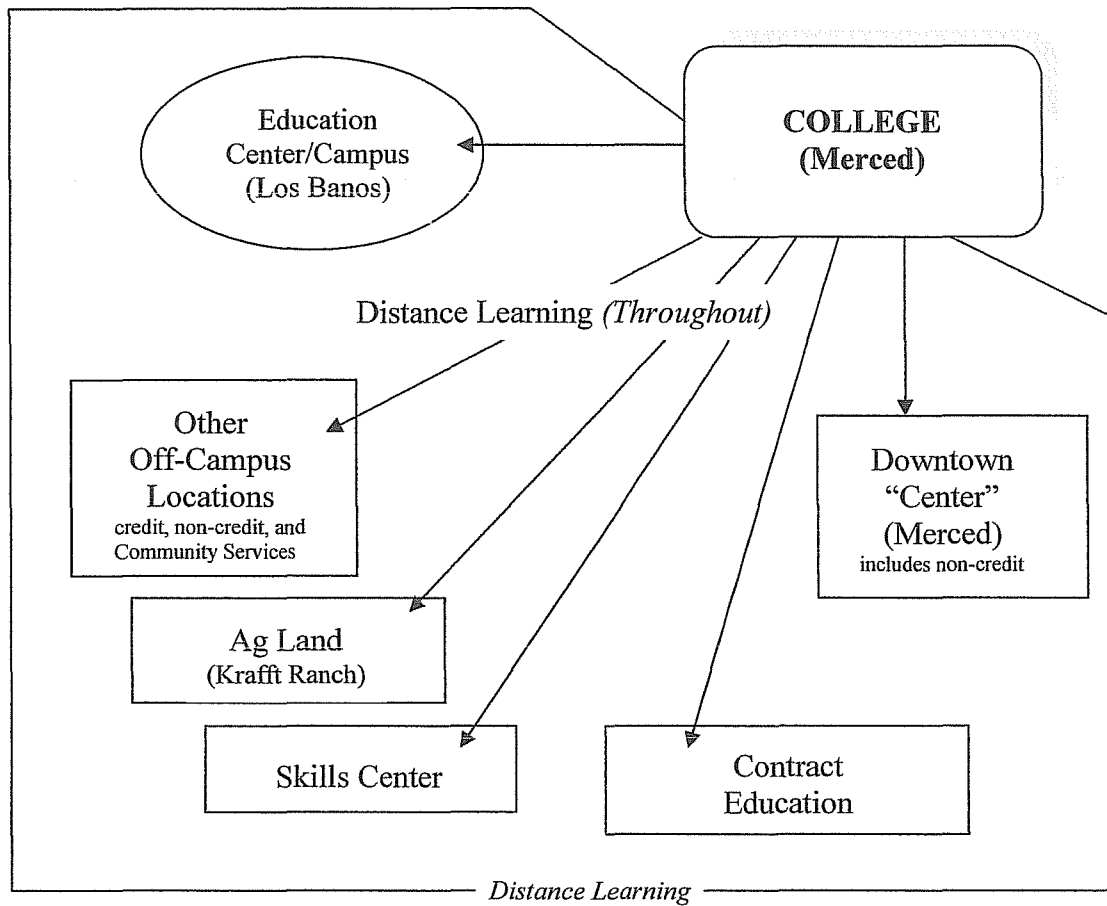
Enrollment Demand The Participation Rate Approach.

1. Definition of the Service Area. A map of the service area provided by the College set the inside boundary of the *official service area*. In general, it is defined by the metes and bounds of the following school districts:

Merced Union High School District	Ten elementary school feeder districts: Atwater, Ballico-Cressey, El Nido, Livingston, Merced City Elementary, Merced River, McSwain, Snelling-Merced River, Weaver, and Winton.
Delhi Unified School District	Encompasses the Delhi Elementary Schools and High School.
Los Banos Unified School District	Consists of Charleston, Los Banos, R.M. Miano, Henry Miller, and Volta Elementary Schools, Los Banos Junior High School, Los Banos and San Luis High Schools.
Dos Palos School Districts	Consists of George Christian School, Dos Palos School, Dos Palos High School, West Side High School.
Chowchilla Union High School District	Three elementary schools and one middle school located within the Chowchilla City limits.
Le Grand High School	Includes Le Grand Elementary School.

Excerpts from Educational/Facilities Master Plan

Delivery Plan Scenario 2020

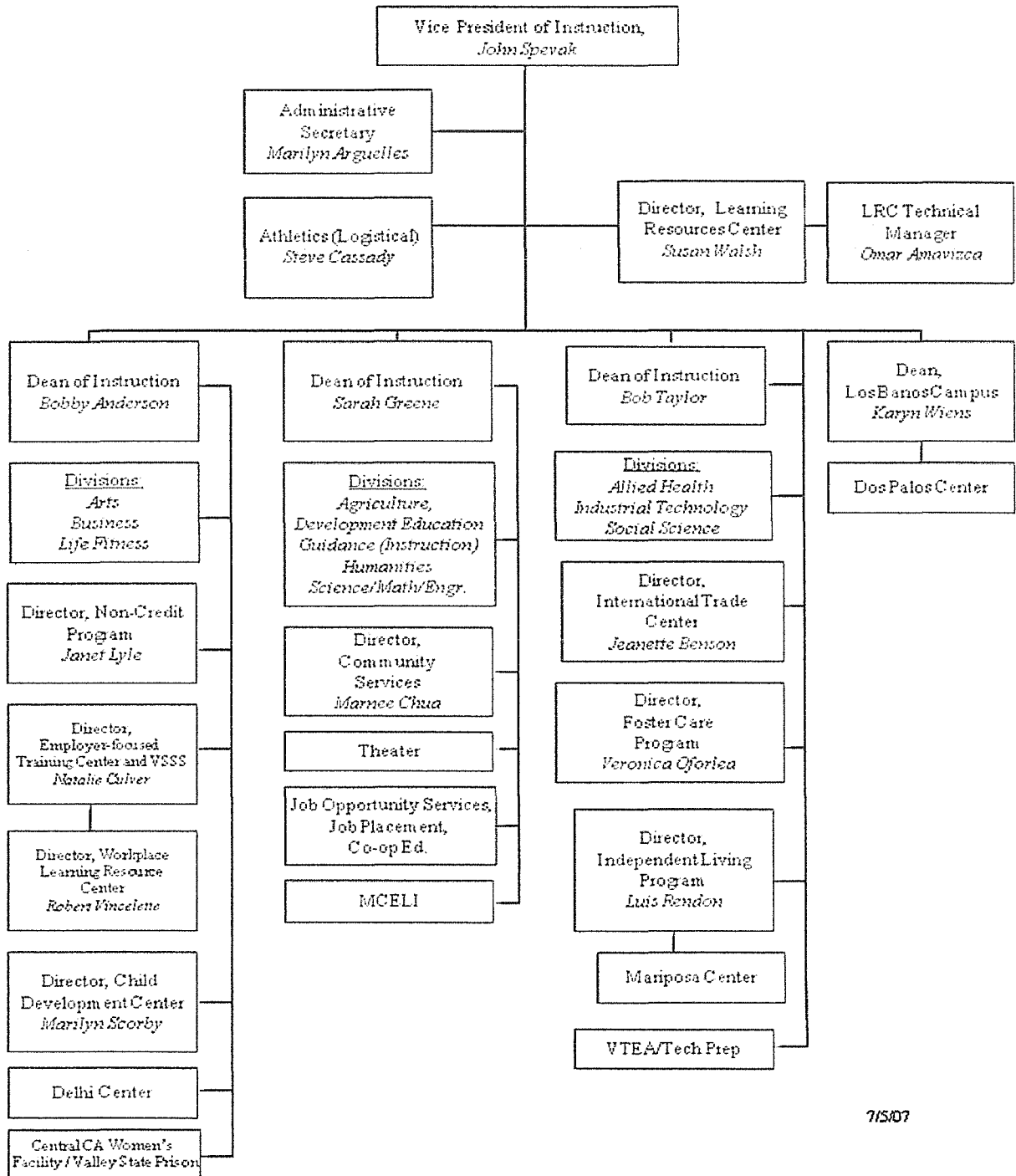


Excerpts from Educational/Facilities Master Plan

Participation Rates
Population Centers in Service Area
Merced College

	Fall	Spring
City	1993	2000
Merced	6.35%	7.4%
Atwater	6.27%	6.4%
Los Banos	4.65%	6.0%
Dos Palos	3.23%	4.4%
Livingston	3.14%	5.7%
District Average	5.15%	6.2%
Statewide Average	4.00%	

**Merced College
Office of Instruction**



7/5/07

**Attachment 5
Budget Sheets/Dos Palos**

7/15/08

Merced Community College
Account Availability Report Ending 06/30/2007
Options - Available/Met/Exceeded Budget

Page: 10

Fiscal year: 2007

PROGRAM: 008 - DOS PALOS

GL Account	Allocated Budget	Actual	Encumbrances	%Committed	Available
110-51303-070100-008 HRLY INST FA : COMP SCI : DOS PA	505.00	0.00	0.00	0.00	505.00
110-51303-083500-008 HRLY INST FA : PHYS ED : DOS PAL	2,300.00	2,389.56	0.00	72.41	92.44
110-51303-053420-008 HRLY INST FA : INE ELECTR : DOS	2,636.00	0.00	0.00	0.00	2,636.00
110-51303-160700-008 HRLY INST FA : DRAMA : DOS PALOS	546.00	0.00	0.00	0.00	546.00
110-51303-170200-008 HRLY INST FA : MATH : DOS PALOS	0.00	2,084.35	0.00	0.00	2,084.35
110-51303-180100-008 HRLY INST FA : PHYS SCI : DOS PA	1,786.00	2,560.93	0.00	144.51	792.95
110-51303-200100-008 HRLY INST FA : PSYCH : DOS PALOS	0.00	2,253.78	0.00	0.00	2,253.78
110-51303-210500-008 HRLY INST FA : CRIMINAL JUSTICE	0.00	137.74	0.00	0.00	137.74
110-51303-220500-008 HRLY INST FA : HISTORY : DOS PAL	0.00	2,382.00	0.00	0.00	2,382.00
110-51303-493010-008 HRLY INST FA : GUID : DOS PALOS	0.00	143.57	0.00	0.00	143.57
110-51304-040100-008 HRLY INST SP : BIOLOGY : DOS PAL	0.00	4,192.27	0.00	0.00	4,192.27
110-51304-040110-008 HRLY INST SP : BIOLOGY : DOS PAL	3,592.00	0.00	0.00	0.00	3,592.00
110-51304-083500-008 HRLY INST SP : PHYS ED : DOS PAL	1,773.00	0.00	0.00	0.00	1,773.00
110-51304-100200-008 HRLY INST SP : ARTS : DOS PALOS	0.00	151.02	0.00	0.00	151.02
110-51304-100700-008 HRLY INST SP : DRAMA : DOS PALOS	3,291.00	0.00	0.00	0.00	3,291.00
110-51304-130500-008 HRLY INST SP : CD & EARLY CARE :	0.00	2,032.51	0.00	0.00	2,032.51
110-51304-150900-008 HRLY INST SP : PHEL : DOS PALOS	1,880.00	0.00	0.00	0.00	1,880.00
110-51304-170100-008 HRLY INST SP : MATH : DOS PALOS	0.00	1,875.46	0.00	0.00	1,875.46
110-51304-200100-008 HRLY INST SP : PSYCH : DOS PALOS	1,729.00	0.00	0.00	0.00	1,729.00
110-51304-210500-008 HRLY INST SP : CRIMINAL JUSTICE	0.00	2,028.56	0.00	0.00	2,028.56
110-51304-213500-008 HRLY INST SP : FIRE TECH : DOS P	2,246.00	0.00	0.00	0.00	2,246.00
110-51304-220100-008 HRLY INST SP : SOC SCI : DOS PAL	30.00	2,114.44	0.00	5,564.33	2,076.44
110-51304-493010-008 HRLY INST SP : GUID : DOS PALOS	510.00	0.00	0.00	0.00	510.00
110-51304-493070-008 HRLY INST SP : READING SKL : DOS	800.00	0.00	0.00	0.00	800.00
110-51305-083500-008 HRLY INST SP : PHYS ED : DOS PAL	2,774.00	2,052.92	0.00	74.01	721.08
110-52300-620000-008 HRLY CL : ASR : DOS PALOS	812.00	800.00	0.00	98.52	12.00
110-54310-040100-008 INST SPLY : BIOLOGY : DOS PALOS	452.00	420.14	0.00	93.16	31.86
110-54310-050100-008 INST SPLY : BUS : DOS PALOS	0.00	0.00	0.00	0.00	0.00
110-54310-070100-008 INST SPLY : COMP SCI : DOS PALOS	0.00	0.00	0.00	0.00	0.00
110-55210-601000-008 LOCAL CRVL : DEAN OF INSTRUCTION	167.00	0.00	0.00	0.00	167.00
Totals for PROGRAM: 008 - DOS PALOS	28,835.00	27,539.33	0.00	95.85	1,195.67

**Attachment 5
Budget Sheets/Mariposa**

Merced Community College
 Account Availability Report Ending 06/30/2009
 Options - Available/Met/Exceeded Budget

01/15/08

Page: 5

Fiscal Year: 2007

PROGRAM: 005 - MARIPOSA

GL Account	Allocated Budget	Actual	Encumbrances	%Committed	Available
110-51303-050200-005 HRLY INST FA : ACCTG : MARIPOSA	0.00	180.62	0.00	0.00	180.62-
110-51303-083500-005 HRLY INST FA : PHYS ED : MARIPOSA	0.00	283.68	0.00	0.00	283.68-
110-51303-100200-005 HRLY INST FA : ARTS : MARIPOSA	0.00	3,173.41	0.00	0.00	3,173.41-
110-51303-100400-005 HRLY INST FA : MUSIC : MARIPOSA	2,022.00	5,555.72	0.00	273.10	1,524.72-
110-51303-110500-005 HRLY INST FA : SPANISH : MARIPOSA	0.00	3,746.53	0.00	0.00	3,746.53-
110-51303-120320-005 HRLY INST FA : NEWS LYN : MARIPOSA	582.00	0.00	0.00	0.00	582.00
110-51303-120930-005 HRLY INST FA : CNA : MARIPOSA	2,579.00	0.00	0.00	0.00	2,579.00
110-51303-130500-005 HRLY INST FA : CD & EARLY CARE :	0.00	157.98	0.00	0.00	157.98-
110-51303-150600-005 HRLY INST FA : SPEECH : MARIPOSA	1,752.00	2,391.12	0.00	135.48	632.12-
110-51303-200100-005 HRLY INST FA : PSYCH : MARIPOSA	0.00	1,946.00	0.00	0.00	1,946.00-
110-51303-220100-005 HRLY INST FA : SOC SCI : MARIPOSA	1,635.00	2,391.19	0.00	135.98	466.19-
110-51303-220500-005 HRLY INST FA : HISTORY : MARIPOSA	1,713.00	387.14	0.00	18.76	1,425.86
110-51304-051420-005 HRLY INST SP : MED SECR : MARIPOSA	755.00	0.00	0.00	0.00	755.00
110-51304-083500-005 HRLY INST SP : PHYS ED : MARIPOSA	4,118.00	0.00	0.00	0.00	4,118.00
110-51304-100200-005 HRLY INST SP : ARTS : MARIPOSA	0.00	3,156.68	0.00	0.00	3,156.68-
110-51304-100400-005 HRLY INST SP : MUSIC : MARIPOSA	1,955.00	4,544.59	0.00	247.81	2,809.59-
110-51304-110500-005 HRLY INST SP : SPANISH : MARIPOSA	0.00	3,470.86	0.00	0.00	3,470.86-
110-51304-150600-005 HRLY INST SP : SPEECH : MARIPOSA	0.00	2,282.70	0.00	0.00	2,282.70-
110-51304-200100-005 HRLY INST SP : PSYCH : MARIPOSA	1,474.00	0.00	0.00	0.00	1,474.00
110-51304-220500-005 HRLY INST SP : HISTORY : MARIPOSA	1,772.00	2,198.43	0.00	124.00	426.43-
110-51305-051420-005 HRLY INST SU : MED SECR : MARIPOSA	1,745.00	0.00	0.00	0.00	1,745.00
110-52500-620000-005 HRLY CL : AGR : MARIPOSA	800.00	800.00	0.00	100.00	0.00
Totals for PROGRAM: 005 - MARIPOSA	22,962.00	36,776.65	0.00	160.15	13,814.65-

**Attachment 5
Budget Sheets/Delhi**

01/15/02 Merced Community College Account Availability Report ending 06/30/2002 Page: 5
Options - Available/Net/Exceeded Budget

Fiscal Year: 2002 PROGRAM: 004 - DELHI

GL Account	Allocated Budget	Actual	Encumbrances	Committed	Available
110-51303-040113-004 HRLY INST FA : BIOLOGY : DELHI	2,998.00	0.00	0.00	0.00	2,998.00
110-51303-070100-004 HRLY INST FA : COMP SCI : DELHI	0.00	3,523.68	0.00	0.00	3,523.68-
110-51303-083500-004 HRLY INST FA : PHYS ED : DELHI	0.00	1,733.49	0.00	0.00	1,733.49-
110-51303-093420-004 HRLY INST FA : IND ELECTR : DELHI	0.00	3,312.70	0.00	0.00	3,312.70-
110-51303-110500-004 HRLY INST FA : SPANISH : DELHI	0.00	3,061.28	0.00	0.00	3,061.28-
110-51303-150100-004 HRLY INST FA : ENGL : DELHI	2,072.00	2,992.47	0.00	144.45	935.47-
110-51303-150900-004 HRLY INST FA : PHIL : DELHI	1,836.00	0.00	0.00	0.00	1,836.00
110-51303-170100-004 HRLY INST FA : MATH : DELHI	0.00	3,757.12	0.00	0.00	3,757.12-
110-51303-200100-004 HRLY INST FA : PSYCH : DELHI	0.00	2,692.07	0.00	0.00	2,692.07-
110-51303-220500-004 HRLY INST FA : HISTORY : DELHI	3,100.00	2,654.82	0.00	85.54	445.18
110-51303-493041-004 HRLY INST FA : PRE ALGEBRA : DEL	0.00	1,923.81	0.00	0.00	1,923.81-
110-51304-050100-004 HRLY INST SP : BUS : DELHI	0.00	2,114.44	0.00	0.00	2,114.44-
110-51304-070100-004 HRLY INST SP : COMP SCI : DELHI	0.00	3,487.12	0.00	0.00	3,487.12-
110-51304-083500-004 HRLY INST SP : PHYS ED : DELHI	0.00	3,529.56	0.00	0.00	3,529.56-
110-51304-093420-004 HRLY INST SP : IND ELECTR : DELHI	0.00	2,465.77	0.00	0.00	2,465.77-
110-51304-103200-004 HRLY INST SP : ARTS : DELHI	2,785.00	2,114.44	0.00	75.81	874.56
110-51304-110500-004 HRLY INST SP : SPANISH : DELHI	0.00	261.38	0.00	0.00	261.36-
110-51304-150100-004 HRLY INST SP : ENGL : DELHI	1,102.00	0.00	0.00	0.00	1,102.00
110-51304-150900-004 HRLY INST SP : COMP LIT : DELHI	1,687.00	0.00	0.00	0.00	1,687.00
110-51304-150900-004 HRLY INST SP : PHIL : DELHI	2,047.00	0.00	0.00	0.00	2,047.00
110-51304-170100-004 HRLY INST SP : MATH : DELHI	0.00	6,409.96	0.00	0.00	6,409.96-
110-51304-200100-004 HRLY INST SP : PSYCH : DELHI	0.00	2,282.70	0.00	0.00	2,282.70-
110-51304-220500-004 HRLY INST SP : HISTORY : DELHI	3,828.00	2,282.70	0.00	59.63	1,546.33
110-51304-493041-004 HRLY INST SP : PRE ALGEBRA : DEL	1,600.00	0.00	0.00	0.00	1,600.00
110-51305-083500-004 HRLY INST SP : PHYS ED : DELHI	1,273.00	0.00	0.00	0.00	1,273.00
110-52300-020000-004 HRLY CL : AGN : DELHI	1,200.00	800.00	0.00	65.57	400.00
110-54410-493000-004 INST SP : GEN STUDY : DELHI	2,424.00	1,001.94	0.00	79.35	422.06
110-54410-493000-004 GEN SP : GEN STUDY : DELHI	500.00	259.43	0.00	97.89	210.57
110-55210-493000-004 LOCAL TRVL : GEN STUDY : DELHI	500.00	36.00	0.00	5.14	473.36
110-55310-493000-004 POSTAGE : GEN STUDY : DELHI	100.00	0.00	0.00	0.00	100.00
110-55360-493000-004 DUPL : GEN STUDY : DELHI	561.00	0.00	0.00	0.00	561.00
110-55690-493000-004 EQ REPR : GEN STUDY : DELHI	300.00	0.00	0.00	0.00	300.00
110-56410-493000-004 INST EQ : GEN STUDY : DELHI	0.00	0.00	0.00	0.00	0.00
Totals for PROGRAM: 004 - DELHI	22,956.00	52,924.19	0.00	185.03	24,308.35-

OFF CAMPUS CLASSES

CHOWCHILLA

Classes are held at Central California Women's Facility (CCWF) located at 23370 road 22 in Chowchilla and Valley State Prison (VSP) located at 21633 road 24 in Chowchilla. These classes are held in administrative areas of the prison, but certain restrictions apply (such as dress). Blue clothing and denim are prohibited. For information contact Lyle Davis at (209) 384-6050.

CORR-41 CORRECTIONAL WRITING

3 units: 54 hours lecture.

Prerequisite: CORR-04. Advisory: ENGL-41.

This is an introductory course emphasizing the practical aspects of gathering, organizing, and preparing written reports for correctional activities on local, state, and federal levels.

7320 T 05:00p-08:00p Martinez T VSP

CORR-42 CONTROL AND SUPERVISION IN CORRECTIONS

3 units: 54 hours lecture.

Advisories: ENGL-41; CORR-01; CRIM-01, or CRIM-02.

This course offers an overview of supervision of inmates in local, state, and federal correctional institutions.

7132 W 05:00p-08:00p Falkowski D VSP

CORR-43 CORRECTIONAL INTERVIEWING AND COUNSELING

3 units: 54 hours lecture.

Advisories: ENGL-41; prior completion or concurrent enrollment in CORR-01; or current employment as a peace officer in the field of corrections.

This class provides an overview of the techniques available to practitioners in corrections counseling and interviewing.

7116 M 05:00p-08:00p Wegner M CCWF

CORR-44 LEGAL ASPECTS OF CORRECTIONS

3 units: 54 hours lecture.

One-way corequisite: CORR-01. Advisories: ENGL-A, ENGL-41; or current employment as a correctional officer.

This course provides students with an awareness of the historical framework, concepts, and precedents that guide correctional practice.

7118 Th 05:00p-08:00p Staff CCWF

CRIM-10 WRITING FOR CRIMINAL JUSTICE

3 units: 54 hours lecture.

Prerequisite: CRIM-04. Advisories: ENGL-A, ENGL-41.

This course covers the techniques of communicating facts, information, and ideas effectively in a simple, clear, and logical manner in the various types of criminal justice system reports -- letters, memoranda, directives, and administrative reports. Emphasis is placed on criminal justice terminology, use of English, and the organization of information.

7117 T 05:00p-08:00p Martinez T VSP

DELHI

Classes are held at Delhi High School (DELHS) and the Delhi Center of Merced College (room locations shown with a prefix of MC). Delhi High School is located at 16881 W. Schendel in Delhi and the Delhi Center of Merced College is located at 9384 Merced Avenue. For more room location information, contact Ana Guillen at (209) 669-3178 ext. 1001 during high school business hours.

ART-06 ART OF THE 20TH CENTURY

(CSU breadth area C1)

3 units: 54 hours lecture.

Advisory: ENGL-01A.

This course is a survey of prominent artists and movements in world art from Impressionism to Post-Modernism. Major works in painting, sculpture, architecture, and applied arts are covered.

7929 T 06:00p-09:00p Pennycuff Z MC6

CPSC-30 COMPUTER APPLICATIONS

(CILC areas A,B,C,D,E,F)

3 units: 36 hours lecture, 54 hours lab.

Advisories: ENGL-81, ENGL-84; AOM-50A or AOM-50B; (keyboard at a minimum of 20 GWAM), MATH-80 or MATH-83.

This course is intended for students seeking an introduction to application software used in the workplace with emphasis on business situations. Computer applications including word-processing, spreadsheets, databases, and presentation managers will be covered.

7920 TTh 06:30p-09:00p Gilbert E DELHS

ELCT-40B CISCO CERTIFIED NETWORKING ASSOCIATE (CCNA)

COURSE II (Also: CPSC-40B)

(CILC areas A,B,C,D,E,F)

2 units: 18 hours lecture, 54 hours lab.

Prerequisite: CPSC/ELCT-40A.

This second course is designed to provide students with classroom and laboratory experience in current and emerging networking technologies and initial preparation for CCNA testing.

7921 DAILY 01:00p-2:00p Vega R MC7

GUID-48 LIFE AND CAREER PLANNING

3 units: 54 hours lecture.

Advisory: ENGL-A.

This is a structured sequential course in life and career planning.

7922 MTTh 02:05p-03:05p Barba A ED PARK

HIST-17B UNITED STATES HISTORY AND CALIFORNIA STATE AND LOCAL GOVERNMENT

(CAN HIST 10) (CSU breadth area C2/D6)

3 units: 54 hours lecture.

Advisories: ENGL-01A, ENGL-41.

This course is a continuation of HIST-17A from the end of the Reconstruction Period in 1877 to the present. It examines our national, state, and local history and government from the late 19th century to the present.

7923 Th 06:00p-07:00p Miller B MC2

MATH-A BEGINNING ALGEBRA

5 units: 90 hours lecture.

Prerequisite: MATH-80 or MATH-83. Advisories: ENGL-A, ENGL-41.

This course covers the basic operations of addition, multiplication, division, squaring, and taking the square root of real numbers and algebraic expressions.

7924 MW 06:00p-08:30p Arteaga A MC2

January 14, 2008 to May 23, 2008

SPRING 2008

MATH-C INTERMEDIATE ALGEBRA

5 units: 90 hours lecture.
Prerequisite: MATH-A or MATH-B. Advisories: ENGL-A, ENGL-41.
This course covers the algebra of real numbers using set notation and the real number line, functions and graphs, polynomials, rational expressions and equations, first and second degree equations and inequalities, exponents and roots, radical expressions and equations, systems of equations in two or three unknowns, introductions to matrices and determinants, conic sections, and exponential and logarithmic equations.
7925 MW 05:00p-07:30p Quiambao T MC6

PHED-10E FITNESS THROUGH ACTIVITY

1 unit: 54 hours lab.
Advisory: Good general health; absence of medical conditions that would prevent planned physical activity.
Students will attain optimal levels of fitness by applying techniques used in a variety of team and/or individual activities. Drills and activities closely emulate actual conditions of competition performance. This course may be repeated three times.
PHED-10E TAEKWONDO
7926 TTh 05:00p-06:30p Quiambao T ED PARK

PSYC-01A INTRODUCTION TO PSYCHOLOGY

(CAN PSY 2) (CSU breadth area D9) [CILC area E]
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.
PSYC-01A is a survey course designed to provide introduction to facts and theories underlying human behavior.
7927 Th 06:00p-09:00p Bruening C MC6

SPAN-02 ELEMENTARY SPANISH

(CSU breadth area C2)
5 units: 90 hours lecture.
Prerequisite: SPAN-01 or two years of high school Spanish.
This course will focus on the further development of listening, speaking, reading, and writing in a cultural context with primary emphasis on communicative competency.
7928 TTh 03:30p-06:00p Barba A MC6

DOS PALOS

Classes are held at Dos Palos High School (DPHS) located at 1701 Blossom in Dos Palos. For room location contact Lisa Conger at (209) 392-2131 during high school business hours.

CRIM-02 INTRODUCTION TO CRIMINAL JUSTICE

(CAN AJ 2)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.
This course pertains to the history and philosophy of criminal justice in America. The course will emphasize the three major components of the system: court, corrections, and law enforcement. It will then examine the role of each.
7900 M 06:00p-09:00p Reed C DPHS
LOCATED IN ROOM 402.

HLTH-10 CONTEMPORARY HEALTH

(CSU breadth area E)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.
This course surveys the human condition from birth to death. Emphasis is placed on the impact of personal choice throughout life. The student is challenged to assume responsibility for his or her own health, well being, and lifestyle.
7904 T 06:30p-09:30p Buie J DPHS
LOCATED IN ROOM 305.

PHED-10E FITNESS THROUGH ACTIVITY

1 unit: 54 hours lab.
Advisory: Good general health; absence of medical conditions that would prevent planned physical activity.
Students will attain optimal levels of fitness by applying techniques used in a variety of team and/or individual activities. Drills and activities closely emulate actual conditions of competition performance. This course may be repeated three times.
7914 TTh 06:00p-07:30p Lemos F DPHS

PSYC-09 HUMAN DEVELOPMENT (Also: CLDV-09)

(CSU breadth area E)
3 units: 54 hours lecture.
Advisories: ENGL-A, ENGL-41.
This course is an introduction to the scientific study of human development from conception through death. It examines the interplay of biological, psychological, social, and cultural forces on the developing human being.
7910 MWF 02:00p-03:00p Austin K DPHS
LOCATED IN ADULT EDUCATION ROOM 7.

SOC-01 INTRODUCTION TO SOCIOLOGY

(CAN SOC 2) (CSU breadth area D0)
3 units: 54 hours lecture.
Advisories: ENGL-01A, ENGL-41.
This course provides an introduction into what it means to be "sociologically mindful" and to think "sociologically" while understanding the difference from other ways of seeing the social world.
7906 W 06:30p-09:30p Sanchez G DPHS

MARIPOSA

Classes are held at Mariposa High School (MPHS) located at 5074 Old Highway North, Mariposa.

NOTE: There will be a special one-day registration on Tuesday, January 8th, 2008 from 04:00p-07:00p at Mariposa High School.

CPSC-30 COMPUTER APPLICATIONS

[CILC areas A,B,C,D,E,F]
3 units: 36 hours lecture, 54 hours lab.
Advisories: ENGL-81, ENGL-84; AOM-50A or AOM-50B; (keyboard at a minimum of 20 GWAM), MATH-80 or MATH-83.
This course is intended for students seeking an introduction to application software used in the workplace with emphasis on business situations. Computer applications including word-processing, spreadsheets, databases, and presentation managers will be covered.
7801 T 06:30p-09:30p Staff MPHS

DRAM-01 INTRODUCTION TO THEATER

(CAN DRAM 18) (CSU breadth area C1/C2)
3 units: 54 hours lecture.
Advisory: ENGL-A, ENGL-41.
This course is an introduction to the art of theater that delves into the nature of theatrical presentation, elements of dramatic structure, and the contributions of the playwright, actor, director, designer, technician, and audience.
7802 Th 06:30p-09:30p Burns T MPHS

HIST-17B UNITED STATES HISTORY AND CALIFORNIA STATE AND LOCAL GOVERNMENT

(CAN HIST 10) (CSU breadth area C2/D6)
3 units: 54 hours lecture.
Advisories: ENGL-01A, ENGL-41.
This course is a continuation of HIST-17A from the end of the Reconstruction Period in 1877 to the present. It examines our national, state, and local history and government from the late 19th century to the present.
7803 T 06:30p-09:30p Roberts K MPHS

MERCED COLLEGE
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, FEBRUARY 5, 2008

1. Public Session Call to Order - 4:00 p.m.
Room 121, Business Resource Center, 630 W. 19th Street, Merced
Reference closed session items and close meeting to the public

2. Closed Session Items
 - a. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

 - b. CONFERENCE WITH DISTRICT LABOR NEGOTIATOR, Benjamin T. Duran

 - c. REAL PROPERTY NEGOTIATIONS: A body may meet in closed session with its negotiator to consider price and terms of payment in connection with the purchase, sale, exchange or lease of real property. 54956.8

 - d. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9

 - e. Superintendent Compensation

3. Resume Public Session - approximately 5:00 p.m. Room 121, Business Resource Center, 630 W. 19th Street, Merced

Roll Call

Jinet Troost, President
Lewis S. Braxton, Vice President
Eva de Long, Clerk
Jim Glidden, Member

Les McCabe, Member
Eugene J. Vierra, Member
Robert Haden, Member
Arthur Emus, Student Trustee

Pledge of Allegiance

4. Hearing of the Public
An opportunity will be given to citizens to address the Board on matters of general district business – a five minute time limit will be allotted to each speaker, with a maximum of twenty minutes to each subject unless extended by the Board President. At their request, members of the audience may address the Board of Trustees on any item during the Board's consideration of that item.

5. Additions and/or Changes to the Agenda

6. Presentations
 - a. National Council of Negro Women (Ben Duran/Ida Hanson)
 - b. Jim and Lucille Edmonson Scholarship Program
(Ben Duran/Robin Shepard/Bob Carpenter)
 - c. Student of the Month for January (Michelle Pecchenino)
 - d. 2006-2007 Audit Report (Larry Johnson/Bryce Gibbs)
(Audit report provided as a separate insert.)

7. Consideration of Consent Agenda
 - a. Minutes for Meeting held January 8, 2008 p. 1 – 7
 - b. Contracts as Summarized on Schedule 08-36 p. 8 – 9
 - c. Workplace Learning Resource Contract Summary on
Schedule 08-37 p. 10 – 11
 - d. Warrants, Payroll Registers and Trip Requests as Summarized
on Schedule 08-38 p. 12 – 14
 - e. Resolutions 08-76 through 08-81, Intrabudget Transfers p. 15 – 29
 - f. Resolutions 08-82 through 08-87, Use of Unbudgeted Funds p. 30 – 35
 - g. Personnel Schedule 08-39 p. 36 – 44
 - h. Curriculum Revisions as Summarized on Schedule 08-40 p. 45 – 47
 - i. Permission to Sell / Donate / Discard District Equipment as
Listed on Schedule 08-41 p. 48 – 49
 - j. Purchase Orders as Summarized on Schedule 08-42 p. 50

8. To the Board for Discussion and/or Action
 - a. Recommended Approval for Substantive Change Proposals to
be submitted to AACJC (Anne Newins)
(Materials provided as separate handout)
 - b. Rejection of Claim (Larry Johnson) p. 51

9. To the Board for Information

- a. Quarterly Financial Status Report, 2007-08 Fiscal Year; Quarter Ended December 31, 2007 (Larry Johnson)
- b. Report on Basic Skills Initiative (John Spevak)
- c. Update on Office of Instruction Reorganization (Ben Duran)
- d. Review Draft of Focused Midterm Accreditation Report (Anne Newins) **(Materials provided as separate handout)**

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10. Information & Questions

- a. From Board Members
- b. From Faculty Association
- c. From Academic Senate
- d. From Classified Senate
- e. From CSEA
- f. From Management Team
- g. Superintendent's Report

11. Future Discussion Items from Board Members

12. Second Closed Session, if necessary, to further discuss closed session items

13. Adjournment