

Meeting Minutes
October 9, 2025
10:30 AM – 12:00 PM

MEMBERS:

VOTING – List full name below and identify which constituency group each individual represents (Faculty, Classified, Students, Admin)			
X	Courtney Brown (faculty)	X	Ron Perez (classified)
	Egbert Higinio (faculty)		Maria Suarez (faculty)
X	Mitra Mofidi (faculty)		Adoria Williams (Library Chair)
X	Nathan Pellegrin (admin)		Faculty member (ADA Coordinator, vacant)
X	Edwin Towle (faculty)		Classified member (vacant)
NON-VOTING – List full name below and identify which constituency group each individual represents (Faculty, Classified, Students, Admin)			
	David Johnson (President)		Lisa Cook (Vice President of Instruction)
	Marie Amboy (Vice President of Administrative Services)		Lilia Chavez (Vice President of Student Services)

GUESTS: Christopher Moore

Agenda Item	Discussion Notes	Action Items/Motions
I. Call to Order	Recording resumed; meeting called to order.	
II. Agenda Review, Changes and Adoption	No changes recorded; committee proceeded with planned order.	Agenda adopted as presented.
III. Approval of Minutes	Prior minutes to be circulated for review at next meeting.	Nathan to send minutes for review/approval at next meeting.
IV.a. Review of Bylaws	Reviewed bylaws: quorum = 51% of active voting members; clarified co-chair representation and advisory role to College Council/President. Emphasis on SAS/ADA representation to cover student technology needs.	Confirm quorum procedure; update bylaws to reflect tri-chair model and clarify membership/representation.
IV.b. Election of Committee Chair(s)	Established tri-chair structure aligned with district shared-governance guidance. Courtney Brown (faculty), Ron Perez (classified), and Nathan Pellegrin (administration) accepted to serve as co-chairs.	Adopt tri-chair model by acclamation: Brown (faculty), Perez (classified), Pellegrin (administration). Update bylaws accordingly.

IV.c. Committee Goals	Goal 1: Stay informed about district-level IT changes affecting Merritt (networking, instructional tech, security/campus safety). Courtney organized focus into: (1) district-wide IT network impacts, (2) instructional classroom impacts for computer-using programs, (3) build-out of a separate network for CS/Cybersecurity/Engineering. Goal 2: Increase membership by filling vacant seats and recruiting (including student reps).	Adopt two goals by acclamation: (1) Track/understand district IT changes; (2) Fill vacant seats and recruit student/faculty reps.
V. Standing Items	Agreed to track district technology infrastructure updates (e.g., CS network build-out, centralized IT) as a recurring topic.	Add Instructional technology network build-out updates as a standing agenda item.
VI. New Business	No new business introduced.	
VII. Old Business	No old business discussed.	
VIII. Announcements	Members confirmed follow-ups; Mitra noted participation in Academic Senate.	
IX. Adjournment	Meeting adjourned after recap of action steps.	