

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, March 21, 2017 • 1:30 p.m. – 2:30 p.m. • N-206

Members: Hsieh, Bell, Hopkins, Ramsey, McMahon, Murphy, Hubbard, Allen (absent), & Marin

Attendees: Beitey, Jacobson, Ascione (absent), & Miramontez

Meeting called to order at 1:32pm.

- A. **Approval of the Agenda:** Ramsey moves to approve agenda, Bell seconds, Motion passes
- B. **Approval of Previous Minutes:** Bell moves to approve minutes, Hsieh seconds. Motion passes
- C. **Guests/Introductions:** None
- D. **Updates from the Chancellor's Cabinet:** Hsieh reports on enrollment (see attachment). As of March 21, 2017, the College is projected to miss its FTES target of 9,337 for the year. The summer 2017 FTES remains at 1404. The Chancellor received the accreditation preliminary report from the Chair of the Chairs. The Chancellor received additional comments regarding Miramar College: it was mentioned that in the college governance process, the college does a good job reaching consensus but lacks follow up. Bell asks if that was for all committees or certain committees in general. Hsieh states that no specific committees were identified but she is aware of the practice. Hsieh states that the College did a fine job with its accreditation. The visiting team's preliminary recommendation report will now go to the ACCJC Commission and the ACCJC commission will determine the accreditation status for the College. McMahon asks if the additional information provided to the Chancellor from the Chair of Chairs will be given to the College? Hsieh says that the information was provided verbally. The draft report should be sent over to the College shortly by the team chair, but no specific date was communicated by the team chair. Enrollment and status numbers for the San Diego Promise was shown (see attachment). The Chancellor would like to see more data on the programs before entertaining any recommendations. The College is working on offering Personal Growth 140 classes over Summer 2017 to those 94 incoming Promise students in hopes of better preparing them to succeed. The Chancellor would like to see more consistency throughout the district when it comes to offering basic skills English classes. The Chancellor stated that the faculty have purview over the content of the curriculum but not over the policy and procedures. The Chancellor's issue is that this creates several barriers for students. The summer schedule will be put to bed this week and marketing efforts are getting underway.
- E. **New Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator

F. **Old Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<p>ACCJC Annual Report (attachment) Miramontez reports on the most updated draft which does not have any narrative this time. There was some discussion on CTE job placement rates. The numbers that appear in the report were pulled twice, once for the College's Self-Evaluation Report and then Dean Ornelas pulled it again recently. Three subject areas have been populated. Hsieh wants to make sure the reporting period is consistent each time and that the numbers are consistent and correct. VPI Hopkins was charged to follow up with Dean Ornelas, Beitey, Garces and Ascione. The incomplete course and program SLO's required will potentially trigger an out of compliance recommendation by ACCJC. While a majority of the faculty did take on this responsibility, the fact is, that the faculty who are responsible for the 9% of courses and 3 programs failed to fulfill a responsibility that could potentially jeopardize the college accreditation status. Hsieh wants to know why we are going down in certain areas and why certain assessments were not completed. Dean Miramontez indicated explanation will be provided in item 23 as needed.</p>	1	I	Miramontez

*** San Diego Miramar College 2013 – 2019 Strategic Goals**

Goal 1: Provide educational programs and services that are responsive to change and support student learning and success.

Goal 2: Deliver educational programs and services in formats and at locations that meet student needs.

Goal 3: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.

Goal 4: Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.

Please also see <http://www.sdmiramar.edu/institution/plan> for San Diego Miramar College 2013-2019 Strategic Plan

2	College-wide Alignment & State 2017-2019 Integrated Plan (Due 12/1/17): Miramontez reports that there was a meeting held on March 20 with key constituents. The group looked over the current plans and they are talking about goal alignment between the three plans. That info is due to the taskforce on March 30. The draft notes were sent out earlier this week.	1	I & II	Miramontez & Zhang
3	Accreditation: Miramontez reports that the visit is complete. Miramontez thanked everyone at the table who took part in making the visit so smooth. Hsieh thanked everyone for their effort and she was impressed along with the visiting team. Upon the visiting team's departure, the work starts immediately on the recommended improvements offered up by the visiting team.	1	I, II, III, & IV	Miramontez
4	Professional Development Taskforce Update: McMahon reports that McMahon and Jackie Honda are wrapping up a flyer and they will share it with the College once it is complete. This would create a framework to build upon.	1	I	McMahon

G. Place Holders

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Progress On Activities Focused on Increasing Faculty Use of OER: McMahon reports that a flyer was sent out to the faculty. McMahon has received three additional requests for more information.	1 & 3	II	McMahon
2	Performing Arts Center Capital Campaign – Proposed Instructional Program Plan: No report	1, 2, 3, & 4	II & III	Ascione
3	Report on Implementation of Cultural & Ethnic Diversity Plan (Report in April 2017 & November 2017): No report until April	3	I, III, & IV	Hubbard & Arancibia

H. Reports

(Please limit each following report to two minutes maximum. If you have any handouts, please email them to Briele Warren ahead of time to be included for distribution electronically).

- **Academic Senate: McMahon** reports that there is a senate exec meeting today to set the agendas for next month. **Hsieh** wants **McMahon** to express to the accreditation taskforce members her thanks for all their wonderful work through accreditation visit. An accreditation debriefing will be discussed.
- **Classified Senate: Hubbard** reports that there is an exec meeting upcoming next. **Hsieh** extends her appreciation to the classified staff for their assistance during accreditation visit. Hubbard responded to the deadline for classified senate president nomination. It was last Friday 3/17/14.
- **Associated Student Government: Marin** reports that 2 new senators are now in place. The next Eat with Us event is Thursday, March 23 from 11am-1pm in K-200. **Hsieh** expressed her thanks to the students for a great job with accreditation.
- **District Governance Council: McMahon** reports that the next meeting is April 5.
- **District Strategic Planning Committee: Miramontez** reports that this has been rescheduled again, but he is unsure of the new date..
- **Budget Planning and Development Council: Bell** reports that the next meeting is April 5.
- **College Governance Committee: Murphy** reports that the committee looked a preliminary tracking of goals to specific accreditation sub standards. They talked about taskforce vs. committee distinctions.

I. Announcements: None

J. Adjourn: 2:27pm

As a courtesy, please let the College and Academic Senate Presidents know if you will be unable to attend the meeting.

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In Service: The other one is not in (Per Neuit)

San Diego Community College District
2016/17 Outlook
FTES Compared to Targets (Resident Only)
 As of March 18, 2017

projection

	Summer 2016		Fall 2016	Inter-session 2017	Spring 2017	Summer 2017			2016-17 Total	2016-17 Target	Difference Projected vs. 2016-17 Target
	Summer 1 Claim In 2015/16	Summer 2 Claim In 2016/17				Summer 1 Claim In 2016/17	Summer 2 Claim In 2016/17	Summer 2 Claim In 2017/18*			
City/ECC											
Credit	1,128.3	111.1	4,683.7	116.7	4,580.7	1,128.3	0.0	111.1	10,620.5	10,866.4	
Non-Credit	0	5.6	31.0	0.0	28.4	0	0.0	5.6	65.0	63.6	
Total	1,128.3	116.6	4,714.8	116.7	4,609.1	1,128.3	0.0	116.6	10,685.5	10,930.0	-244.5 (-2.2%)
Mesa											
Credit	1,433.1	175.1	6,830.0	293.9	6,667.3	1,738.1	0.0	175.1	15,704.4	15,695.0	
Non-Credit	0	0.0	0	0.0	0	0	0.0	0.0	0.0	0.0	
Total	1,433.1	175.1	6,830.0	293.9	6,667.3	1,738.1	0.0	175.1	15,704.4	15,695.0	9.4 (0.1%)
Miramar											
Credit	762.8	80.2	3,354.6	159.8	3,515.0	948.8	0.0	80.2	8,058.4	7,778.5	
Academy	20.5	79.5	217.6	0.0	361.3	20.5	0.0	79.5	678.9	754.2	
In-Service	248.8	25.0	139.3	5.8	124.8	248.8	0.0	25.0	543.7	783.8	
Non-Credit	0	1.3	9.0	0.0	9.7	0	0.0	1.3	20.1	20.5	
Total	1,032.0	186.0	3,720.4	165.6	4,010.8	1,218.0	0.0	186.0	9,300.9	9,337.0	-36.0 (-0.4%)
College Total	3,593.4	477.7	15,265.3	576.2	15,287.2	4,084.4	0.0	477.7	35,690.8	35,962.0	-271.2 (-0.8%)
College Total w/ F-Factor									35,732.5	35,962.0	-229.5 (-0.6%)
Continuing Ed											
Regular	110.2	209.6	758.5	0.0	725.2	110.2	0.0	209.6	1,803.5	1,870.1	-66.6 -3.6%
CDCP	380.8	744.4	2,748.6	0.0	2,529.7	380.8	0.0	744.4	6,403.5	6,607.9	-204.4 -3.1%
Total	490.9	953.9	3,507.2	0.0	3,254.9	490.9	0.0	953.9	8,206.9	8,478.0	-271.1 (-3.2%)
Total w/ F-Factor									8,375.4	8,478.0	-102.6 (-1.2%)
Credit Total	3,593.4	470.9	15,225.2	576.2	15,249.1	4,084.4	0.0	470.9	35,605.7	35,877.9	-272.2 (-0.8%)
Non-Credit											
Regular (w/ College NC)	110.2	216.5	798.6	0.0	763.3	110.2	0.0	216.5	1,888.5	1,954.1	-65.6 -3.4%
CDCP	380.8	744.4	2,748.6	0.0	2,529.7	380.8	0.0	744.4	6,403.5	6,607.9	-204.4 -3.1%
Total	490.9	960.8	3,547.2	0.0	3,293.0	490.9	0.0	100.0	8,292.0	8,562.0	-270.0 (-3.2%)
District Total	4,084.3	1,431.7	18,772.4	576.2	18,542.1	4,575.3	0.0	1,431.7	43,897.7	44,440.0	-542.2 (-1.2%)
District Total w/ F-Factor									44,107.9	44,440.0	-332.1 (-0.7%)

Source: SDCCD Information System

Estimated Funded Cap 44,000.0 107.9 0.2%
Base 43,286.0 821.9 1.9%

1. Credit Colleges - Summer 1 Claim in 2015/16 and Summer 2 Claim in 2016/17 are actuals. Fall 2016 are actuals. Intersession 2017 FTES are actuals. Spring 2017 FTES are projections based on Fall 2016 yields and spring sections. Summer 1 Claim in 2016/17, Summer 2 Claim in 2016/17, and Summer 2 Claim in 2017/18 are estimates.

2. In-Service/Academy - Summer 1 Claim in 2015/16 and Summer 2 Claim in 2016/17 are actuals. Fall 2016 FTES are actuals. Intersession 2017 FTES are actuals. Spring 2017 FTES are estimates based on Spring 2016 actuals. It is assumed that the year-long in-services classes will end on or before June 30, 2017 and be claimed in Summer 1 Claim 2016/17. 230 In-Service/Academy FTES planned for 2016/17 were claimed in 2015/16. 230 FTES moved from Miramar College's In-Service/Academy target and redistributed to the credit total as of February 18, 2017. F-Factor is included in college targets.

3. Continuing Education - Summer 1 Claim in 2015/16 and Summer 2 Claim in 2016/17 are actuals. Fall 2016 are actuals. Spring 2017 FTES are estimates based on Spring 2016. Summer 1 Claim in 2016/17, Summer 2 Claim in 2016/17, and Summer 2 Claim in 2017/18 are estimates.

4. Summer 1 classes end on or before June 30; Summer 2 class census dates fall on or before June 30.

*FTES must be claimed in 2017/18 due to end dates.

5. Summer Augmentation - Additional FTES were added to Mesa and Miramar College (305 and 186, respectively) as of March 7, 2017 for Summer 1 Claim in 2016/17.

Targets are as of August 2016 Chancellor's Cabinet

1218
186
1404



**Chancellor's Cabinet
March 21, 2017**

Preliminary Outcomes and Recommendations

- 188 program participants
 - 81% (151) enrolled in 12 units (full time)
 - 19% (35) dropped below 12 units by census
 - 2 students deferred enrollment for spring 2017

Fall 2016 Outcomes

- 184 participants completed the fall semester
 - 2 withdrew from all classes and did not return in spring 2017
 - 2 students deferred enrollment for spring 2017
- Fall 2016 course completion
 - 63% (117) of participants successfully completed 12 or more units
 - 17% (32) of participants successfully completed 9-11.5 units
 - 8% (15) of participants successfully completed 6-8.5 units
 - 12% (22) of participants successfully completed less than 6 units
- 22% (41) had a fall 2016 GPA below 2.0
- 1% (2) did not make satisfactory progress (excessive Ws)
- 20 students withdrew from the Promise Program

Spring 2017 – Preliminary Outcomes

- Spring 2017 enrollment (168 program participants)
 - 88% (149) of participants enrolled in 12 or more units
 - 9% (15) enrolled in 9-11.5 units
 - 2% (3) enrolled in 6-8.5 units
 - 1% (1) enrolled in less than 6 units
- Projections for meeting requirements
 - 71% (119) of participants are projected to meet both unit and GPA requirements for spring
 - 74% (125) are projected to meet the 24 unit requirement for the year
 - 83% (139) are projected to meet the overall 2.0+ GPA requirement

Recommendations for Program Continuation in Year 2

1) Exceptions to program requirements:

A. Completion of 24 units

- Students who successfully complete 18-23.5 units can appeal to the Promise Coordinator based upon extenuating circumstances
 - Appeal by June 30
 - Units completed in summer applicable
- Students who successfully complete 12-17.5 units can appeal to the Promise Coordinator to be considered for a part-time track based upon extenuating circumstances
 - Appeal by June 30
 - Units completed in summer applicable
- Students who successfully complete fewer than 12 units
 - Not eligible to participate for Year Two
 - Remain eligible for services
 - College will continue to provide intervention services

B. GPA/Lack of Progress Deficiencies

- If lose BOGW – no longer eligible for program
 - Option to appeal through Promise Coordinator to continue in Program
 - June 30 – appeals finalized
- If on academic/lack of progress probation
 - Option to appeal
 - June 30 appeal finalized

✓ C. Community Service Hours → *Promise Coordinator tracks this*

- No exceptions

2) Other Recommendations

- Allow students to select a part-time track in the first year (must complete 15 units in the year)
- Require Personal Growth class (college preparation) for all participants in the summer preceding the first fall semester *one unit July/August 2017*
- Consider Pay it Forward program for textbooks *94 students*
PL 140
 - Students return books to bookstore; credit return to SD Promise for future use