

COLLEGE EXECUTIVE COMMITTEE MEETING

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

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

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

Meeting called to order at 1:30pm

- A. **Approval of the Agenda:** Bell moves to approve agenda, Hopkins seconds. Motion passes.
- B. **Approval of Previous Minutes:** Murphy moves to approve minutes. Hsieh seconds. Motion passes.
- C. **Guests/Introductions:** Peter Davis and Jackie Honda
- D. **Updates from the Chancellor’s Cabinet:** Hsieh states there is no enrollment report due to long holiday weekend. The cabinet did discuss the first augmentation for summer 2017. Miramar College has received only 90 FTES. Hsieh let it be known to the cabinet that this number is unacceptable. City College is budgeted for 90 and Mesa will get 120 FTES. The presidents were directed to go back to their staffs and figure out what they can deliver and report back to the cabinet. The accreditation team now has access to the college website and live links. Hsieh stresses the need for participate governance committees to have their materials uploaded to the website by Friday, Feb. 24. The statewide accreditation group #2 proposes that all 113 California community colleges be moved to the senior commission rather than the current junior accrediting body. There is some resistance from some colleges and at the State Chancellor’s level. The senior commission visiting cycle would be ten years instead of the current 7 years. Current legislation may be revised in regards to the baccalaureate program. The “Sunset” date of programs has been proposed to be removed. There is discussion to remove the language about a multi-college district only having one baccalaureate program per district. Miramar College should be thinking about what baccalaureate program the college could offer if the change is required to offer one. The San Diego Promise target for this year is 800. The College’s outreach team has been doing extensive outreach to high school students. t enrolling students for the Promise program. Adela and the PIO’s office will work to promote the immigration workshop in the coming days and this will be sent out electronically. An outside consultant made a presentation at Cabinet on branding strategies for the district and its colleges. Hsieh stressed to the consultants that the college no longer wants to be described as a small campus and that the college doesn’t want to be labeled as only a public safety college. The Colleges will be allowed to use the Strong Workforce Partnership grant of \$50,000.00 to focus on each colleges scheduled programs. The district has given the colleges a guideline to stay within the “Imagine the Possibilities” theme ([see attachment for specific guidelines](#)). Quis, Ornelas and Hopkins will work together to devise a marketing plan moving forward.

E. New Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Update on Participatory Governance Committees Agenda & Minutes Postings on College Website: Murphy reports that she sent out an updated file that shows status of agendas and minutes needing to be posted to the website. (see attachment). In red, are the outstanding items. These need to be updated no later than Friday, Feb. 24.	1	IV	Murphy

F. Old Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Accreditation: Miramontez reports that there is two things his team is working on. They are getting a schedule ready for the accreditation visiting team, the second is gaining access to electronic media services like blackboard, Taskstream and CurricuNet. Access is still needed for student services and library services.	1	I, II, III, & IV	Miramontez
2	Creation of a Professional Development Taskforce: McMahan reports that she edited the document and offered up some dates. (see attachment). McMahan is extending invites to join the task force and will throw a few dates out once she hears back from those interested in serving. The deadline is 2/24/17.	1	I	McMahan

*** 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**

3	Status of Updating Program Information on College Website: Hopkins reports that her staff is working on it and there are dead links. Hopkins staff is working on fixing all the issues. Hsieh asks that this task be completed by Friday, Feb. 24.	1 & 2	I, II, & III	Hopkins, Ramsey, & Bell
4	Review of CEC Goals, Memberships, & Charges (attachment) Hsieh explains that last week this document was brought forward and everyone had a chance to digest it and let CEC know if there are any changes anyone wants to make. No one had any issues. This was reviewed and blessed by CEC.	1	I & IV	Hsieh & McMahon

G. Place Holders

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Progress On OER: McMahon reports that she will be featured in the upcoming May edition of WE magazine regarding OER based on her presentation at the past Board meeting. The President of the Academic Senate at Continuing Ed would like the OER team to mentor them at their senate.	1 & 3	II	McMahon
2	Performing Arts Center Capital Campaign – Instructional Program Development Updates: Ascione reports that he has been working on his programs. The music faculty is working on a curriculum for jazz. The issue now is finding performance rooms/labs for these classes. It is difficult to offer these classes if there is no room to house them and that is why there is a need for a facility.	1 & 2	II & III	Ascione
3	Status Report on Progress of Faculty Online Teaching Certification: Hopkins reports that this is still on going. There is 20 spaces open and the deans have been notified to encourage their faculty to undergo the training. 5 best practices sessions have been completed. Each session has 12 participants.	1 & 2	II	Hopkins
4	SSSP-SEP-BSI-CTE Alignment for 17/18 Plan (Next meeting: 2/27/17) Hsieh reports that the next meeting is this Monday, Feb. 27 at 12:30pm-1:30pm in N-206. This group falls under PIEC.	1 & 3	II	Hsieh
5	Implementation of Cultural & Ethnic Diversity Plan (Report in April 2017 & November 2017) No report.	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 the second meeting of the new semester is today. The updated faculty coordinator job description for the Academic Equity and Success position will be presented. Net Tutor will be discussed for a second time as will the assessment tool.
- **Classified Senate: Hubbard** reports that at the last meeting the main topic was accreditation. Classified senate elections will take place as soon as they can get to it.
- **Associated Student Government: Marin** reports that the next meeting is Friday, Feb 24 and elections will be held for outstanding senator positions and they will discuss accreditation.
- **District Governance Council: McMahon** reports that the next meeting is March 1.
- **District Strategic Planning Committee: McMahon** reports that the next meeting is March 1.
- **Budget Planning and Development Council: Murphy** reports that they are sorting through how to standardize all the governance information in the handbook.
- **College Governance Committee: No report**

I. **Announcements: Hsieh** asks how many people read the email she sent this morning about accreditation and hopes that everyone knows what to expect if you are asked by accreditation team member. A version of the fact sheet has been added to the website. The accreditation task force is going to have one more final meeting for the campus. A Save the Date notice is forthcoming.

J. **Adjourn 2:20pm**

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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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CHANCELLOR'S CABINET DISCUSSION

CTE MARKETING NEXT STEPS

1. Colleges request marketing funds and develop marketing plans/scope of work.
2. All marketing materials, ads, web pages, incorporate the "Imagine the Possibilities" districtwide marketing theme (or whatever the current theme is at the time).
3. Media buys should be coordinated as much as possible with similar buys being made by the District, colleges, CE.
4. Collateral materials developed for distribution at high schools/CE recruitment should have a consistency of look and format. Templates will be provided.
5. A report on CTE marketing will be provided by the colleges/CE twice per year – based on information/samples requested by the District.

doesn't have to be the current adult of prod program

emerging program