

# COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, October 25, 2016 • 1:30 p.m. – 2:30 p.m. • N-206

**Members:** Hsieh, Bell, Hopkins, Ramsey, McMahon, Hubbard (absent), Allen, & Romero

**Attendees:** Ornelas, Jacobson, Ascione, & Miramontez, Murphy, Harrison

- A. **Approval of the Agenda:** Bell moves to approve, Hopkins seconds, motions passes.
- B. **Approval of Previous Minutes:** Bell moves to approve, Hsieh seconds, motion passes.
- C. **Guests/Introductions:** None
- D. **Updates from the Chancellor’s Cabinet:** Hsieh reports on current enrollment numbers as of Oct. 22, 2016. [\(attachment\)](#) Last week’s numbers had Miramar College 1% below its FTES target of 9,337. This week the College is 0.3% above target, part of the reason for this is that the district took 230 FTES, which the College planned to use for Fall 2016, and rolled them back to the '15-'16 year. The College is back above the target this week because of improved numbers in Public Safety. The district is planning for 707 FTES for Intersession, Miramar’s projected total is 156. Miramar College will offer 54 sections for Intersession 2017. Hsieh asked if the College is willing to take on any more FTES to receive additional money, however, the offer for additional funds was declined. The initial draft of the technology plan will be sent out later today to the CEC and that is scheduled to go to DGC at a later date. Hsieh wants everyone to look it over and share their comments with respective constituency leaders to take to the DGC. The district office has prepared a summary of the OER Zero-Textbook-Cost Degree grant and University Acceptance Policy that has come from the state [\(attachment\)](#). The grant due date is Dec. 12, 2017. A webinar will be upcoming for further information. The district office is going to get some clarification if each college can apply for more than one grant or is there a one grant limit. There are two types of grants. One grant is for planning at \$35,000.00 and a second is for \$100,000.00 and is for implementation over a 12-month period. The College will make a decision as to apply for the grant or not. Hsieh is waiting on a letter of support from Scripps Ranch High School and Mira Mesa High School as it pertains to the success of The San Diego Promise Program. A question arose about who would write the Innovation grant request and it was determined that the district will hire someone to write that grant. The deadline to finish a draft of the grant proposal is early December. The grant submission date is Feb. 3, 2017. The College will have a chance to review when the final draft is written. All college presidents will undergo a full day of fundraising training on Monday, Nov. 21. There was a discussion on a proposed change to the free speech guidelines [\(see attachment\)](#). The use of campus space by external organizations and solicitation on campus was discussed. The language will be updated. The Oct. 27 Board of Trustees meeting will be held at the Mesa Commons (room MC-211). There is no Miramar College items to be discussed at this meeting. The Nov. 10 Board of Trustees meeting will be at the district office and the Spring 2017 board meeting calendar will be up for approval along with the next two academic calendars. Augmentations of two deputy sector navigator grants will be up for approval at this board meeting. POST training classes offered by Miramar College will also be up for approval.
- E. **New Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator

**F. Old Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<b>Accreditation – Update on 2016 Self-Study:</b> Miramontez reports that he, Laura Murphy, Marie McMahon, and Brett Bell attended an accreditation meeting at the district two weeks ago to discuss the completion of the self-evaluation study. The next deadline to the district is Nov. 8, whereby 8 copies of the SER need to be submitted to Lynn Neault’s office for distribution to the board sub-committee and chancellor’s cabinet. Murphy and Miramontez are in the process of finalizing content for the SER and evidence gathering.	1	I, II, III, & IV	Miramontez
2	<b>Implementation of Cultural &amp; Ethnic Diversity Plan</b> <a href="#">(attachment)</a> Allen reports there was a mix up on the last meeting date where this was to be discussed so no recommendation was put forth. Hsieh asks that the committee provide feedback for Standard IVB related to Diversity. The Classified Senate President wants to include the	3	I, III, & IV	Hsieh, Hubbard, & Patacsil

**\* 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.

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	diversity portion, and as it stands now, there is only one sentence. The deadline is fast approaching and <b>Hsieh</b> wants to know what the recommendation would be from the committee, as to what needs to be placed in Standard IVB. <b>Hsieh</b> would like to get an answer before Friday, Oct. 28.			
3	<b>Performing Arts Center Capital Campaign:</b> Ascione reports that he is waiting on funding.	1 & 2	II & III	Ascione

#### G. Place Holders

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<b>Status of Updating Program Information on College Website:</b> Hopkins reports that her office continues to work on this item and they are making progress. Every page for website editing has been assigned. Course sequencing is coming. A template is being developed and the goal is to have all this done by the spring. <b>Ramsey</b> reports that his staff was directed to look over their specific page or pages. Corrections have been made. The next piece is a quality control audit of the site. The deadline for final completion is the end of the Fall 2016 semester for corrections and not enhancements.	1 & 2	I, II, & III	Hopkins, Ramsey, & Bell
2	<b>Status Report on Progress of Faculty Online Teaching Certification:</b> Hopkins reports that her staff is working on the process of getting faculty compensated for this training. <b>McMahon</b> asked if part-time faculty that complete this training will get paid even if they are not given an assignment. <b>Hopkins</b> said that this issue needs to be discussed and a solution needs to be found.	1 & 2	II	Hsieh & Hopkins
3	<b>2/9/17 On-Campus Board Meeting Program:</b> <b>McMahon</b> states that the topic of Vernal Pools should be scratched. CEC agrees. OER and Partnerships in Practice through Applied Learning & Student Engagement will go forward. <b>McMahon</b> wants to put together a loose agreement with faculty who are willing to share their “best practices” at the board meeting.	1	IV	Hsieh
4	<b>Open Educational Resources (OER)</b> <b>McMahon</b> states that this is coming to academic affairs for a third time because there is a need to elevate awareness first and then look into a platform for highlighting “best practices”	1 & 3	II	McMahon
5	<b>SSSP-SEP-BSI Integration for 17/18 Plan (attachment)</b> <b>Ramsey</b> reports that he held a meeting this morning to discuss the plan. <b>Ramsey</b> is hoping to get a little more information from the Chancellor’s office before moving forward.	1 & 3	II	Hsieh

#### 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 next meeting is a senate exec. meeting today and a full meeting will be held next Tuesday. **Becky Stephens** will be presenting on campus wide tutoring options.
- Classified Senate: **Allen** reports that the next meeting is Thursday.
- Associated Student Governance: **Romero** reports that there was a great turnout at Rock the Vote. Fall Fest is later this week. All clubs are now certified and clubs now have voting rights unlike in the past.
- District Governance Council: **McMahon** reports that the next meeting is Nov. 2.
- District Strategic Planning Committee: **McMahon** reports that the meeting is Oct. 28 from 2:30pm-4:30pm at district.
- Budget Planning and Development Council: **McMahon** reports that the meeting is Nov. 2.
- College Governance Committee: **McMahon** reports that the meeting is today.

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**I. Announcements: Hsieh** asks if everyone is available for a Nov. 2 CEC meeting, which is not currently scheduled. Not everyone can make it, therefore, there will not be a meeting. **Ramsey** states that on Friday, Nov. 4 the district will hold its annual district wide counseling meeting at Mesa College. All are invited.

**J. Adjourn:** 2:12pm

**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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