

COLLEGE EXECUTIVE COMMITTEE MEETING

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

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

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

Meeting called to order at 1:31 p.m.

- A. **Approval of the Agenda:** Hsieh adds agenda item to new business (Review of CEC Goals). Bell moves to approve amended agenda. Hopkins seconds. Motion 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:** No report
- E. **New Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<p>Review of CEC Goals: Hsieh, McMahon, along with the CEC members present, reviewed the stated goals as follows: The CEC is the decision-making body for the eleven Academic and Professional Matters as defined by Title 5 and District Policy BP 2510. Issues on which mutual agreement must be reached are brought to the College Executive Committee (CEC). On AB-1725 matters, the right to vote is given only to the Academic Senate President and the College President with the Associated Student Council and Classified Senate representatives providing input. On non-AB-1725 “All Campus” matters, each of the four constituent groups has an equal input. The College Executive Committee will make every effort to reach full consensus on non-AB-1725 “All Campus” matters, but if this cannot be achieved then the College President will decide the issue. Ascione asks for clarification on who breaks the tie on a non-AB 175 “All Campus” matters. Hsieh reads pages 8 and 9 of the college governance handbook as follows: Page 8 #2. Makes decisions on action items defined as AB-1725 academic and professional matters as follows: a. Rely primarily matters: Curriculum, including establishing prerequisites and placing courses within disciplines; Degree and certificate requirements; Grading policies; Educational program development; standards or policies regarding student preparation and success; district and college governance structures, as related to faculty roles (refers to number, make up and nature of committees in the governance structure and the role faculty plays in these); Faculty roles and involvement in accreditation processes, including self-study and annual reports; Processes for institutional planning and budget development. b. Mutual agreement matters: Policies for faculty professional development activities; Processes for program review; other academic and professional matters as mutually agreed upon between the Governing Board and the Academic Senates. Page 9 #5. Definition of Terms a. Rely primarily: As required by AB-1725, the College President, as the Board’s designee, shall rely on the Academic Senate’s recommendations on the eight matters listed in CEC - Goals 2. a. The decision-making process shall include input from other constituent groups on decisions that significantly impact those groups. b. Mutual agreement. As required by AB-1725, decisions on the three mutual agreement issues must be mutually agreed upon by the Academic Senate and the College President, as the Board’s designee. The decision making process shall include input from other constituent groups on decisions that significantly impact those groups. If the Academic Senate and the</p>			Hsieh

*** 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**

	Board's designee cannot reach mutual agreement, both the Academic Senate and the College President have the right to take their recommendations directly to the board. At this time, if the Board and the Academic Senate cannot mutually agree on the decision, the Board must provide, in writing, its reasons for not accepting the recommendations of the Academic Senate.			
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F. Old Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Accreditation – Update on 2016 Self-Study: Miramontez reports on the final draft of the accreditation self –evaluation report. Miramontez reaffirms that an email was sent that had deadlines for feedback. Final CEC approval is expected on September 27. As of now, the focus is to finalize content, writing quality focus essay and evidence gathering process. Miramontez stresses the need for individuals he contacts with evidence gathering questions to please respond ASAP. Bell asks where the evidence documents will be foot noted or referenced. Miramontez responds that it will come after each section and not at the bottom of each page. Bell and Hsieh note that the last time the College's self-study was submitted the accreditation committee noted that it was too long. There is no need to repeat verbally the same information mentioned previously in the evaluation. Referring to the same information stated in the standards is sufficed. The two stressed that the draft be tightened up as much as possible. McMahon expresses that there is a lot of redundancy in the final draft. Miramontez said plans are in place to make the final report as succinct as possible.	1	I, II, III, & IV	Miramontez
2	Follow-up on Diversity Faculty Hiring Report – Approval & Implementation: Hsieh notes that are no representatives from this committee present at the meeting. Hsieh expresses the need for more detail to be included in accreditation self-evaluation IV B per classified senate president request. Last spring, the task force was asked to return with a revised document to be finalized, but that has not occurred. The College cannot approve the task force recommendation to begin implementation of the plan until this task is completed. The CEC has given the DIEC until Tuesday, September 6, 2016 as a deadline to email revised recommendations to the CEC members. This item will be discussed at the 9/13/2016 CEC meeting.	3	I, III, & IV	Hsieh
3	Implementation of Cultural & Ethnic Diversity Plan (attachment) See above	3	I, III, & IV	Hsieh, Hubbard, & Patacsil
4	IEPI Update (attachment) Miramontez reports that the first two sections of draft of the Innovation and Effectiveness Plan are complete. The latter three sections need to be written (strategic enrollment management guiding principles, '16-'17 enrollment strategies, and plans to spend the funds. The draft proposal will be written by the end of September. It will move on to PRT members and the College's internal task force by October 3. Last day IEPI visiting team's feedback will be October 14. Draft will be finalized after October 14 and then the College can apply for funds. It is a one month turnaround time to receive expected funds. Bell reminds CEC that Board of Trustees approval is needed to spend the funds. Hopkins asks if the time line can be moved up so the funds will arrive quicker.	1, 2, & 3	I	Miramontez
5	Status of Updating Program Information on College Website: Hopkins reports that her team has updated the names and contact involved in the program. Each program will also have its own course	1 & 2	I, II, & III	Hopkins

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	sequence built on the website hopefully by December 2016.			
6	<p>Status Report on Progress of Faculty Online Teaching Certification: Hopkins reports that the deans are going to move forward with the College's plan set forth more than a year ago that by Spring 2017 all faculty that teach an online course be certified to do so through the required training. Dean Gustafson, who heads up the new district's online office, informs the College that other certifications that faculty may have obtained at other institutions- if the certifications meet the SDCCD standards- can be used to satisfy certification. This will be left up to each individual college in the district to determine. Hopkins is happy with the district's policy to allow previous certifications to apply to Miramar College faculty. McMahon stresses that the faculty has not officially sanctioned this certification program, but it is understood that "if you are not certified, you will not be assigned to teach online by your deans." Hopkins asks if Academic Senate can help get this passed because it would help get the momentum moving on the issue. McMahon responds that perhaps in the course of the semester she can ask the Academic Senate if they want to come out with concrete language to support this plan. Hsieh suggests moving forward, that during the search process all the new faculty will be informed of the need to be trained and certified to teach online .</p>	1 & 2	II	Hsieh & Hopkins

G. Place Holders

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Performing Arts Center Capital Campaign: Ascione reports that there is nothing new to report except for the continuing work being done on program development.	1 & 2	II & III	Ascione

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 Executive Committee today at 3:30. First full Academic Senate meeting is Tuesday, September 6.
- Classified Senate: No report
- Associated Student Council: No report
- District Governance Council: **McMahon** reports that the next meeting is at 3pm on Sept 7.
- District Strategic Planning Committee: **McMahon** reports that they are working on setting up those meeting dates and times.
- Budget Planning and Development Council: **McMahon** reports that the next meeting is Sept. 7
- College Governance Committee: **McMahon** reports that the first meeting is Sept. 13. There will be an assessment tool training workshop on Sept. 9. 11a-1pm. Lunch will be provided.

I. Announcements: None

J. Adjourn: 2:22 pm

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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