

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, May 3, 2016 • 1:30 p.m. – 2:15 p.m. • N-206

Members: Hsieh, Bell, Hopkins, Ramsey, McMahon, Arancibia, Hubbard, Allen (Absent), & Light

Attendees: Ornelas, Jacobson, Ascione, & Miramontez

Meeting called to order at 1:30pm.

- A. **Approval of the Agenda:** Bell motions to approve agenda, Hsieh Seconds. Motion carries.
- B. **Approval of Previous Minutes:** Hsieh motions to approve minutes, Bell seconds. Motion carries.
- C. **Guests/Introductions:** Jordan Omens, Xi Zhang, Daphne Figueroa

Updates from the Chancellor’s Cabinet: Hsieh reports on latest enrollment numbers and states that the district is meeting its enrollment cap. There will be an additional update in a few weeks when the numbers from the in-service positive attendance courses and continuing education become available. The District Vice Chancellor’s will release the information they are supposed to provide in regards to accreditation later today. The Chancellor has reemphasized that Winter Intersession 2017 is a go and Miramar College has presented its preliminary schedule. Hsieh presented 27 proposed sections for Winter Intersession 2017. Eleven of the 27 proposed sections are online courses. That number may change due to available resources. The College will either contract or expand those offerings. The Chancellor and the SDCCD Board of Trustees attended the statewide trustees conference and the board was impressed with the Open Educational Resources presentation (open source textbooks). It is Hsieh’s understanding that the board is going to make OER a top priority for 2016-2017. Faculty are encouraged to use open source textbooks when possible. The District has released its transfer report for 2010-2011 through 2014-15. Miramar College is not doing as well as it could be. The top 4-year institution for DISTRICT students was SDSU for all colleges from 2010-2011 to 2014-2015. Second was UCSD for Miramar College and Mesa College and National University for City College. Transfer volume showed positive gains in a year-over-year comparison, with increases at both City and Mesa College (4% and 8%, respectively) between 2013-2014 and 2014-2015, however Miramar College showed a decline of 8%. Transfer volume districtwide increased 4% from 3,328 to 3,328 in 2013-2014 to 3,450 in 2014-15. There was a chart shown where all of the aforementioned 3,450 SDCCD students transferred to in 2014-15. San Diego State University was the leader with 1,015 transfers. UCSD was second at 315. The Chancellor talked about planned giving. At this time there is no set of procedures for retiring faculty to take part in planned giving. The Chancellor would like to see the District promote this idea to retiring faculty. The District is beginning a redesign of the SDCCD.edu website. The redesign is in its very primitive stage. Hsieh talked about her meeting with Councilmember Chris Cate regarding EVOC. The District will draft a letter and send it to the JPA letting them know of the urgency to move this project along before the District’s \$5-million commitment to the project expires in December 2016.

D. New Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Planning & Institutional Effectiveness Committee-Proposed Goals & Procedures Change (attachments) Miramontez reports that PIEC updated its goals and procedures and Miramontez presented those goals. Figueroa explains that the revision to the goals of PIEC were never presented to the CEC this semester and now she is bringing them back to CEC for signatures of approval. CEC approves.	1	I	Miramontez

E. Old Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Progress of Academic Success Component Planning: Hsieh reports that the non-teaching 12 month instructor position has been approved by Chancellor’s Cabinet and it is scheduled to go to the board for review and consideration at its June meeting. McMahon reports that this item is on the Academic Senate Executive meeting for later today.	1 & 3	I	Hsieh & McMahon
2	Piloting the Assessment Instrument with CGC & CEC – Draft	1	I	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**

	<p>Completed, CEC Assessment Discussion: Hsieh shows the pilot document that will be used to assess college governance committees in the future. This is a pilot program, initiated by the CGC, and the CEC was selected to complete the pilot. The CGC will also complete the pilot instrument at its meeting on 5/10/16. Strategic goals are highlighted and those hyperlinks will be able to be brought up quickly. The second part of the document will provide valuable evidence for accreditation. Part 2 shows overall fall and spring attendance. Part 3 shows individual constituencies attendance. This is a straight forward instrument that captures the items that are needed to be assessed. As time goes by, the College expects to receive more feedback from others committees who use it and changes will be made. For now, it is just a pilot document. The only comment received was that the list of the individual names of the attendees not be included on the document. The recommendation was for Part 3, the record of constituencies members by name, be removed. McMahon stresses that this is just an assessment tool that is needed to satisfy accreditation standards and won't be used for punitive purposes. After a brief discussion, the consensus was to send CGC the document as is.</p>			
3	<p>Posting College Mission Statement: Ramsey reports that Quis has delivered the design and completed his part and the posters will be up around campus by Friday, May 6 per Student Services.</p>	1 & 3	I	Miramontez, Ramsey, & Quis
4	<p>Student Success Framework for Long-term Integrated Planning (attachments) Miramontez reports that he is bringing back to CEC the proposal going through governance regarding the integrated planning process and that process is two-fold: annual planning calendar. Part of the recommendation on the annual planning process is to separate the College's annual planning cycle and to place it inside the annual planning calendar. The second part of the recommendation is to take the integrated planning process and upgrade it to the College's student success framework for long term integrated planning. Both students and managers have approved and it now goes to Academic Senate today for a second reading. The Classified Senate is yet to approve it, but they meet on May 5 and will discuss. Miramontez seeks and receives conditional census of approval pending Classified and Academic Senate approval.</p>	1, 2, & 3	I	Miramontez
5	<p>Institutional Effectiveness Goals Framework (attachment) Miramontez turns it over to researcher Xi Zhang to report on the 6-year benchmarks set by the research subcommittee. Zhang brought completion rate for unprepared cohorts to the basic skills committee for discussion. Zhang looked at 5-year's worth of data to explore the trends. Internal and external factors were explored. The group then formed assumptions on the trends. After all consideration, it was decided that the 6-year long term goal was set at 46.3% for basic skills. For CTE, the goal was set at 51.6%. For overall successful course completion the goal is set at 74.5%. These projections were all based on the highest performing year. CEC consensus was achieved to move these numbers to the District.</p>	1	I	Miramontez & Zhang
6	<p>Accreditation: No report</p>	1	I, II, III, & IV	Miramontez
7	<p>2016 Fall Convocation Program – Institutional Effectiveness Focus with Diversity Workshop: Hsieh reports that the college is moving forward with this and that there will be a workshop on diversity provided by ENCORE participants.</p>	1 & 3	I	Miramontez & Hubbard
8	<p>Performing Arts Center Capital Campaign: No report</p>	1 & 2	II & III	Ascione
9	<p>Implementation of Cultural & Ethnic Diversity Plan (Report from 4/13/16 DIEC meeting) (attachment) No report</p>	3	I, III, & IV	Hsieh, Hubbard, & Patacsil

F. Place Holders

* 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

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Invest in Success 5/7/16: No report	1 & 4	II	Hsieh
2	Commencement 5/13/16: No report	1, 3, & 4	II	Jacobson

G. 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: No report
- Classified Senate: No report
- Associated Student Council: No report
- District Governance Council: No report
- District Strategic Planning Committee: No report
- Budget Planning and Development Council: No report
- College Governance Committee: No report

H. Announcements: None

I. Adjourn: 2:18pm

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

*** 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**