

# COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, April 26, 2016 • 1:30 p.m. – 2:30 p.m. • N-206

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

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

- A. **Approval of the Agenda:** Hsieh motions to approve agenda, **Bell** seconds, motion carries.
- B. **Approval of Previous Minutes:** Hsieh motions to approve agenda, **Bell** seconds, motion carries.
- C. **Guests/Introductions:** **Judy Patacsil, Jordan Omens, Darrel Harrison**
- D. **Updates from the Chancellor’s Cabinet:** Hsieh states that there is no new enrollment report. Accreditation planning update: next Monday Vice Chancellor **Lynn Neault** will meet with all accreditation liaison officers, faculty representatives along with all the vice chancellors and she will communicate all the writing completed by the district. Enrollment management strategies were discussed for Fall 2016-Spring 2017. The Chancellor wanted to look at the impact of repeatability and the strategy to address that. Miramar has not yet been impacted by that state policy change. Miramar ended with 3 more FTES. The college has faced the challenge of new state policies each time. 2017 winter intersession is still a go. The district is planning on anywhere from 600 to 800 FTES. Miramar’s allotment is not yet known. The Chancellor wants to remind the colleges that, for intersessions, the faculty load can’t count toward their spring/fall load. It has to be paid at adjunct rate and not an overload rate. Lynn Neault will give the colleges a logistic plan that she created back in 2008-2009, the last time the district had intersession. She will brush up the plan and share which will address many of the questions that colleges may have. The Chancellor would like to see each college draft out a list of the intersession classes they wish to offer. **McMahon** asks what the FTEF apportionment will be to Miramar, but **Hsieh** states that it hasn’t been determined yet. The Chancellor continues to advocate for more online course offerings in the Fall of 2016 and the Spring 2017. The district instructional office has put a goal of 7% for fall 2016 and 8% for Spring 2017. This is for 100% online courses and not hybrid courses. AB 288 Dual Enrollment draft partnership agreement is headed to DGC. ETI topic is on the table. Not each college has a contract education arm. A question has been asked of the colleges to look at ETI to see if can be a revenue generator one day. That has not been the case since its inception. **Hsieh** doesn’t believe that each college will be allowed to have its own arm to do contract education. It will very likely be centralized. There will be two items on the next district board meeting pertaining to Miramar College. 1301-Fire Technology Protection will receive county grant for \$44,000.00 to purchase equipment for CPAT training. 1409-Faculty member requesting reduced workload and early retirement.
- E. **New Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator

**F. Old Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<b>Progress of Academic Success Component Planning:</b> Hsieh reports that the Chancellor’s cabinet has supported the recommendation brought forth by Hsieh, and approved by academic senate, to establish a faculty position to serve as an academic coordinator to support the academic support component. This position will not get into the SEP funding plan until 2016-2017 academic year. It will go to the board for final approval on June 9, 2016.	1 & 3	I	Hsieh & McMahon
2	<b>Piloting the Assessment Instrument with CGC &amp; CEC:</b> Hsieh reports that there was some miscommunication over this item. Arancibia will have the document resent to him and move it forward.	1	I	Hsieh
3	Posting College Mission Statement: Quis and Ramsey will meet to discuss a timeline on when to complete this request. Joan Mize is currently working on the design.	1 & 3	I	Miramontez, Ramsey, & Quis
4	<b>Accreditation (attachment)</b> Miramontez reports that he is soliciting feedback for self-evaluation draft 3. This time he asking that the feedback by directed by email to Miramontez.	1	I, II, III, & IV	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

	The deadline is May 20.			
5	<b>2016 Fall Convocation Program – Institutional Effectiveness Focus with Diversity Workshop: Patacsil</b> reports in place of Hubbard. This item is on the agenda for the next DIEC meeting to be discussed, while inquires with Mesa and other NCORE attendees have been initiated.	1 & 3	I	Miramontez & Hubbard
6	<b>Performing Arts Center Capital Campaign: Ascione</b> reports that NFC met on campus last week and Ascione discussed Miramar’s plan to bring a performing arts center to campus. Councilmember Chris Cate will be on campus to meet with Hsieh and Ascione for an update on the plan on April 27. The program has purchased a grand piano for instruction.	1 & 2	II & III	Ascione
7	<b>Implementation of Cultural &amp; Ethnic Diversity Plan (Report from 4/13/16 DIEC meeting) (attachment)</b> <b>Harrison</b> reports on the plan. He shows the plan’s goals and focuses on goal one which states: <i>Goal 1</i> Promoting, recruiting, and increasing diversity of faculty and classified staff to reflect the composition of the student population and the surrounding community. This plan has changed from the last time it was presented in November. Harrison has looked over the faculty hiring numbers over the last few years to come up with a strategy for the plan. This plan pertaining to faculty hiring looked at these recommendations: campus budget for advertising open positions, include diversity data in program review, provide annual reporting and tracking of departments providing contract and adjunct faculty diversity, provide president with object data of departments to be used for faculty selection, and contract faculty or classified advise president on final selection. Harrison states that this is a continuous process and the taskforce will come back with more in November. <b>Hsieh</b> recommends, through the CEC taskforce, this be shared with its constituents before returning in November, so as appropriate. Action plans can be formed to respond to the recommendations. <b>Arancibia</b> asks <b>Miramontez</b> to provide diversity data of Miramar’s feeder schools. <b>Miramontez</b> says that that data exists and will share it with him.	3	I, III, & IV	Hsieh, Hubbard, & Patacsil

**G. Place Holders**

#	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
3	Student Success Framework for Long-term Integrated Planning (attachment) Report to come next week	1, 2, & 3	I	Miramontez
4	Institutional Effectiveness Goals Framework: Report to come next week.	1	I	Miramontez

**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: Senate executive meeting is April 26
- Classified Senate: They had a meeting last week and went over the retreat and planned for flex activities in January. Classic senate wants to support president’s office for upcoming accreditation visit.

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- Associated Student Council: No report
- District Governance Council: May 4 meeting
- District Strategic Planning Committee: No date for meeting is known
- Budget Planning and Development Council: May 4 meeting at 1:30pm
- College Governance Committee: Next meeting is May 10

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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