

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, April 5, 2016 • 1:30 p.m. – 2:30 p.m. • N-206

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

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

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

- A. **Approval of the Agenda:** Bell motions to approve, Hsieh seconds, motion passes.
- B. **Approval of Previous Minutes:** Hsieh motions to approve, Ramsey seconds, motion passes.
- C. **Guests/Introductions:** None.
- D. **Updates from the Chancellor’s Cabinet:** Hsieh reports on enrollment and shows a slide ([see attachment](#)) of the college’s report stating that Miramar College could accommodate 38 additional sections for summer 2016 that would yield an estimated additional 177 FTES and require an additional 11.62 FTEF. Miramar College did receive an additional 160 FTES. For this particular allocation, the target remains 8,327 FTES for 2015-2016 for the College. Bell asks if he should prepare documents for a request funding. Hsieh tells him to proceed since it is approved by the cabinet. Hsieh has sent the Chancellor an additional enrollment outlook through ’20-’21 school year. Hsieh has been talking strategies with the VP’s and she understands the needs for having more support services to assist the extra students this summer. There has been a decision made that each college will identify individuals to go through training in regards to risk management liability as it relates to health services provided on each campus. There was an incident within the district that exposed a liability issue. Miramar College will have the following items on the next board meeting: Expansion of high school programs at Serra High and at University City High School; There will be an administrative technician support position brought to the board for approval. This position will support the entire function of the student equity and academic success component and be housed under the associate dean of equity and academic success. The draft calendar for the July 2016-December 2016 board meetings and retreat dates will be shared at this meeting and approved by the board. The Chancellor is encouraging everyone to attend the April 19 joint board meeting in the media center at Mira Mesa High School and it begins at 5pm. CE presented enrollment management strategy. CE wants to expand the pathway for CE students to move right into programs at the district colleges. CE has asked Miramar College to provide classroom space for their ESL classes on Friday’s, evenings and Saturdays. Miramar needs to seriously evaluate its own plan for long term growth. Hsieh asked VP Ramsey to see if we have had an increase in military enrollment. People Soft has a query button to see whether or not NANCE employees are working beyond their approved threshold. Query button can provide report instantly for NANCE hours worked. The facilities department has prepared a one page sheet showing the college’s plan for campus a performing arts center. Currently, the estimated cost is \$73 million for Miramar’s performing arts center per this one sheet.
- E. **New Business**

#	Item	*Strategic Goals	Initiator
1	2016 Fall Convocation Program – Institutional Effectiveness Focus: Hsieh suggests that the upcoming Fall Convocation program have an institutional effectiveness focus. Miramontez explains that the PIE committee will have an integrated plan presentation ready for the college when all constituencies return for the Fall semester. The CEC agreed and supported the suggested theme and PIEC was given the charge to follow through.	1 & 3	Hsieh, McMahon, & Miramontez
2	Proposed CEC Agenda Format – Additional Column “Accreditation Standard” (attachment) Hsieh asks that an additional column be added to CEC agenda that reflects accreditation standard. CEC agrees to add the column moving forward starting with the next meeting agenda. This will assist in evidence gathering. We will be linking our agenda items only to high level standards such as 3 (A) instead of 3 (A) 1.	1	Hsieh
3	Posting College Mission Statement (attachment) Miramontez shows an attachment that illustrates how the college mission statement is compiled. The next steps moving forward are to post the college’s new mission statement before accreditation site team arrives in spring of 2017. Miramontez suggests the college put forth both the mission statement and the college’s vision statement as well. Hsieh suggests that Miramontez return to CEC next week	1 & 3	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**

	with a proposal that blends both statements.		
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F. Old Business

#	Item	*Strategic Goals	Initiator
1	Accreditation – ACCJC 2014 Training Material: Miramontez reports that the self-evaluation report draft 3 is due to the college by April 15. Hsieh states that based on the ACCJC 2014 training materials, the mission statement currently approved by the board meets the standard required.	1	Miramontez
2	2016 Annual Report (per ACCJC request) - Consistency (attachment) Hsieh reports that Miramar’s annual report was submitted on March 30, 2016. Hsieh stresses the need for the data used in these types of reports be consistent. More discussions will follow.	1	Hsieh
3	Academic Senate Resolution: Hsieh reports that this item will go to the academic senate today. Hsieh met with Academic Senate Executive Committee two weeks ago and all went well.	1	Hsieh
4	Performing Arts Center Capital Campaign: Ascione reports that the Neighborhood First Coalition will meet on the Miramar College campus on April 12. Ascione will invite other college members to come. Ascione suggests that a task force be assembled to make solid plans on how to pursue with fundraising for the project. Hsieh cautioned that it is premature and that the College needs to wait for the Chancellor’s direction before moving forward.	1 & 2	Ascione
5	Implementation of Cultural & Ethnic Diversity Plan (attachment) No report	3	Hsieh, Hubbard, & Patacsil

G. Place Holders

#	Item	*Strategic Goals	Initiator
1	Scholarship Awards Ceremony, 4/13/16 No report	1 & 4	Jacobson
2	Invest in Success 5/7/16 No report	1 & 4	Hsieh
3	Commencement 5/13/16 - Faculty Reception No report	1, 3, & 4	Hsieh & Jacobson

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 4/5/16
- Classified Senate: **Allen** reports the next meeting is 4/7/16
- Associated Student Council: No report
- District Governance Council: **McMahon** reports that next meeting is 4/6/16
- District Strategic Planning Committee: **McMahon** reports that the meeting has been moved to 4/25/16
- Budget Planning and Development Council: **McMahon** reports that Bell and McMahon will attend meeting on 4/6 at 1pm.
- College Governance Committee: **McMahon** reports that the meeting is 4/12 and they hope to roll out some of their taskforce work at this meeting.

I. Announcements: None

J. Adjourn 2:21pm

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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