

COLLEGE EXECUTIVE COMMITTEE MEETING

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

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

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

- A. **Approval of the Agenda:** Ramsey moves to approve, Hopkins second, motion passes.
- B. **Approval of Previous Minutes:** Hsieh moves to approve, Bell seconds, motion approves.
- C. **Guests/Introductions:** None
- D. **Updates from the Chancellor’s Cabinet:** Hsieh reports on enrollment. ([see attachment](#)) Hsieh shows a chart comparing enrollment numbers from spring 2015 vs. spring 2016. The College continues to do well from an enrollment standpoint. The chart shows two highlighted areas in red. The first red number is the district goal of 43,669 FTES, which is 1% above the cap. The second number in red is the base of 42,225 FTES. Today, there was an update on the budget and there was a word of caution. The funding picture will continue to remain good, but growth is expected to slow down. The governor has alerted community colleges to a potential recession. The direction from the Chancellor is that we won’t recommend that the district colleges add additional sections, but rather be more productive with the sections already offered to meet FTES targets. This is not good news for Miramar since the College was attempting to maximize its growth with an opportunity to raise its base. The district will craft the standard language that will be provided to all the colleges for use in accreditation criteria regarding including student learning outcome assessment as a faculty evaluation criteria. The College can expand as appropriate. For the evidence portion of any self-study, the college should refrain from just putting “see attachment” or just list the reference. The specific passage should be highlighted in the attached evidence so that those reading the document won’t have to read extra materials. Hsieh presents student success scorecard ([see attachment](#)). Hsieh comments that the results posted in the area of skills builder did not reflect the accurate picture at Miramar. This is the first year the state tried to track these students. These numbers just focus on how students complete a certificate or obtain a degree. Yet it is difficult to really gage Miramar’s numbers, or the numbers of many community colleges, because the those within the public safety area traditionally come in for a class or two for their current employers and don’t leave with certificates or degrees. National University MOU ([see attachment](#)) is on academic senate agenda for later today. Next board meeting is at district office on March 10 and Miramar College had one standing item and it is the college’s early partnership with Mira Mesa High School, but it will be pulled from the agenda per the Chancellor. She is requesting a brief presentation and Hsieh will deliver. There will be a reduction to the budget for the hearing impaired. Hsieh inquired to Ramsey what the impact would be to Miramar College. Ramsey will look into it. The joint board meeting is April 19 at Mira Mesa High School starting at 5pm in the media center. All are encouraged to show up. Miramar’s early college partnership with Mira Mesa High School will be highlighted. There is a district meeting scheduled for March 2 regarding concerns over the new ERP system. These are concerns that have been brought about by the other 2 colleges. Bell talks about the first full blown contract payroll being rolled out using the new ERP system on Feb. 29. He thanks everyone in the room for a smooth launch.
- E. **New Business**

#	Item	*Strategic Goals	Initiator

F. **Old Business**

#	Item	*Strategic Goals	Initiator
1	Follow-Up on 2015-16 Student Equity Plan (see attachments) Hsieh reminds CEC that this is a standing item until the academic senate has an another opportunity to be reminded that they approved it last November. This is scheduled to occur at the Academic Senate meeting set for later today.	1 & 3	Kjartanson, Hopkins, & Hsieh
2	Allocation of Additional Continuous Discretionary Budget (see attachments) Bell reports that all the constituents have looked over this item and have approved. McMahon says that this item will go to Academic Senate today for approval. It has already been approved by the Academic Senate executive committee. The CEC will follow these recommendations so that those who need the money can begin spending it since the cut-off date for PO’s is April 1 for the	1	Bell

*** 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**

	fiscal year.		
3	Accreditation: Gaps Identified & Focused Quality Essays: Miramontez reports that the college has received the annual fiscal report from the ACCJC. The annual report should be coming soon. The self-evaluation report went out to the college on Feb. 26. The third draft is forthcoming, likely by the middle of April. The college is looking for feedback. The steering committee and the tri-chairs will switch gears and begin collecting the evidence. The second public forum is scheduled for March 25. An email has been sent to the college to remind them of the open forum. Two-thirds of the report is complete. The final portion is the quality focus essay. Topics had been previously identified, but Laura Murphy returned from a training put on by the state academic senate on accreditation and had wonderful feedback. The college needs to expand the focus of these essays or “action projects” to encompass: student learning, student achievement and the college mission. Miramontez would like the college to expand on the following topic: “To increase the effectiveness of the institution in conducting evaluation of organizational structure and practices and communicating those results and implementing the change to support achievement learning and mission.” Miramontez brings a request to CEC to broaden the second topic.	1	Miramontez
4	2016 Planning Summit: Miramontez reports that after stepped up recruiting, the college now has 70 RSVP’s for March 11 planning summit. The max for the event will be 75 so that the College can get proper numbers to pay caterer for lunch.	1	Miramontez
5	Performing Arts Center Capital Campaign: Hopkins reports that there is nothing new to report.	1 & 2	Ascione
6	Implementation of Cultural & Ethnic Diversity Plan (see attachment) Hubbard reports that the taskforce meets on this topic on March 3.	3	Hsieh, Hubbard, & Patacsil

G. Place Holders

#	Item	*Strategic Goals	Initiator
1	Scholarship Awards Ceremony, 4/13/16-All are invited to attend	1 & 4	Jacobson
2	Invest in Success 5/7/16- All are invited to attend	1 & 4	Hsieh
3	Commencement 5/13/16- Faculty are encouraged to RSVP and purchase their regalia.	1, 3, & 4	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: Meeting later today. Mellon Foundation grants presentation will be done by Carmen Jay during April 19 meeting.
- Classified Senate: Next meeting is March 3, 2016
- Associated Student Council: Meeting on March 4 will be used to fill the council and those folks will be assigned committee spots for various college governance committees.
- District Governance Council: Meeting is March 2 and will include a 1 hour accreditation presentation on mapping.
- District Strategic Planning Committee: Meeting scheduled for April 15.
- Budget Planning and Development Council: Next meeting is 3/2/16. People Soft status report will be presented.
- College Governance Committee: Next meeting is March 8

I. Announcements: None

J. Adjourn: 2:20pm

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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