

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, September 22, 2015 • 1:30 p.m. – 2:30 p.m. • N-206

Members: Hsieh, Bell, Hopkins, Ramsey, McMahon, Hubbard, Allen, & Light

Attendees: Beitey (absent), Jacobson (absent), Ascione (absent), Irvin, & Miramontez

Meeting called to order by McMahon at 1:31pm

- A. **Approval of the Agenda**-Bell moves to approve agenda, Hubbard seconds
- B. **Approval of Previous Minutes**-Hopkins moves to approve minutes, Bell seconds
- C. **Guests/Introductions**-none
- D. **Updates from the Chancellor's Cabinet**-Dr. Hsieh reports that Miramar enrollment figures show a -2.1% below target for FTES. The District informed the College made a mistake in scheduling of public safety courses. That information was communicated to the district without the campus' knowledge. The district is currently -1.4% below FTES target. The Chancellor was hoping for a 1% rise above the target, as a result, the colleges need to look into the following areas: Evening courses-what is offered, what can be expanded and what is the capacity for evening courses and what is the projected FTES based on the colleges' plan; weekend class offerings; detailed analysis will be discussed at next Chancellors Cabinet. All research analysts will receive directive from Lynn Neault's office to focus on getting data for each college. Data will be reviewed by college president and the president will in turn go back to cabinet to present what are the proposed strategies to address the gaps and that meeting is scheduled for October 20. Dr. Hsieh stressed to the campus that we all make mistakes, but please allow the campus to address problems before they are reported outside of the campus. There was a proposal to have inter-session in the future. It was stressed that that inter-session would be for Winter 2017 and not Winter 2016. The Chancellor wants to know what courses Miramar will offer during a proposed inter-session. There is a one week turn around on this. Research shows that, in the past, 27% of the students who took inter-session courses are 4-year university students home on break while 44% were returning students. Research also indicates that inter-session does not interfere with spring enrollment numbers. October 8th board of trustees meeting is at Mesa College. Miramar has no items pending on the agenda. September 24th board of trustees meeting is at City College. On September 22, the cabinet approved two additional Miramar College classified positions that will be funded by SSSP money. Both are Senior Student Services positions. No update on the budget.

E. New Business

#	Item	*Strategic Goals	Initiator
1	Club Advisor Roles (carryover from 9/15/15 CEC meeting) (attachment) Hubbard reports that she and Olivia Light want to get clarification from CEC on whether or not adjunct members or classified members can act as advisors per district policy. This practice was discouraged in the past. Dr. Hsieh mentioned that this is an issue better suited for human resources to give clarification on and asked it to be taken to DGC..	1	Hubbard & Light
2	IEPI-PRT (attachment) Miramontez updates CEC on the second part of the IEPI initiative, in which, Miramar will receive a visit from the PRT team on October 16. A 2-page document was shown and that document went to the state and it basically flushes out Miramar's strategic enrollment management in regards to linking it to student success model. Miramar specifies its task force as well as the resources for the PRT team to consider. There was good discussion at the PRT task force meeting this past Friday. What the discussion led to was to a phone conference with the PRT lead in the future. This call will discuss the site visit for October 16 and will include VP's, Dr. Hsieh, classified senate rep, academic senate rep and Miramaontez.	1	Miramontez
3	SSSP Plan (attachment) Ramsey updates SSP Plan. Ramsey presented updated timeline which consisted of October 6, 2015 for first draft to Senate & CEC, second reading by	1	Ramsey

*** 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**

senate on October 20, 2015, back to CEC on October 27. Document is scheduled to be mailed on October 30. Hsieh asks that once the document is complete who mails it to the state, the district or the college and what is the deadline if it needs to go to the district for mailing? Hsieh wants that question answered and that Ramsey please check with the district.		
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F. Old Business

#	Item	*Strategic Goals	Initiator
1	Accreditation (<u>attachment</u>) Miramonte updates CEC on the 3 self-evaluation report outline. Miramar is scheduled to have 3 drafts of the self-evaluation report. First draft is scheduled to go to the college on October 16. Within that draft, there will be 3 parts: Introduction, student achievement data, and standards. Draft 2 is due February 2016. Draft 3 will focus on the quality essay.	1	Miramonte
2	Performing Arts Center Capital Campaign Hopkins reports that Dean Ascione is meeting with faculty, district architect, and Brett Bell in hopes of getting a better idea of what type of performing arts program the college wants to offer. Hopkins asks McMahon if a report on this issue can be made to the academic senate sometime in early October. Hsieh asks that an email be sent to faculty so that they can be involved in the process and Hopkins states the Lou will be sending out an email to his school to invite those who are interested to participate in the process.	1	Ascione

G. Place Holders

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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 the second meeting was held last week and there were a number of good reports from the stakeholders. There is good understanding of accreditation issues.
- Classified Senate: **Hubbard** reports that a meeting will be held on Thursday 9/24.
- Associated Student Council: **Light** reports that in-house elections are on Friday, September 25. Council is preparing for Fall Fest and MLK parade
- District Governance Council: **McMahon** reports meeting to be held on 9/30
- District Strategic Planning Committee: **McMahon**-first meeting November 2. McMahon is now Miramar College representative for academic senate.
- District Budget Committee: **McMahon**-no October meeting. Committee has been renamed to Budget Planning and Development Council.
- College Governance Committee: **McMahon**-first meeting was postponed, second meeting set for October 13.

I. Announcements-Quis reports that planning for Invest in Success is going well but we still could use a few more people to attend.

J.

K. Adjourn 2:22pm

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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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