

FINAL MINUTES

College Executive Committee September 9, 2014 San Diego Miramar College

Present: Sandi Trevisan, Patricia Hsieh, Buran Haidar, George Beitey, Daniel Miramontez, Terrie Hubbard, Joyce Allen, Roanna Bennie, Adela Jacobson (rep. Gerald Ramsey), Dan Gutowski (rep. Brett Bell), Marie McMahon, Howard Irvin

A. Approval of Agenda

Edit placeholder #3, should be "Facilities Master Plan Update." Agenda approved.

B. Approval of Previous Minutes

Minutes of 9/02/14 pending.

C. Guests

Darrel Harrison

D. Chancellor's Cabinet (Hsieh)

- Enrollment report. Report to be distributed by President's Office. SDCCD is +1.9% above target. City is -1.7% below target; Mesa is -1.1% below target; Miramar is the only college in the District above target at +2.9%.
- Accreditation planning update. Haidar was involved in Miramar's follow-up report. Accreditation Commission requires student learning outcomes (SLOs) be included as part of evaluation component for faculty. The Chancellor emphasized this is an important component that must be integrated across the District.
- Degrees & Certificates. Will receive summary from SDCCD PIO Jack Beresford. *USA Today* ranks the top 100 colleges in the nation for the total number of degrees and certificates awarded. None of the SDCCD colleges appear in the top 100 list. Last year, Miramar College ranked #49 for conferral of degrees and certificates to Asian American students. Chancellor emphasized the importance of graduation rates. Vice Chancellor Neault will contact high-ranking California colleges to discuss their successful practices. Per Haidar's inquiry based on different information received at the Academic Affairs Committee meeting, Benne corrected that certificates of performance are reported to the State Chancellor's Office for CTE website use; they are not included in the number of degrees and certificates awarded. Need to discuss further.
- Hsieh presented a proposal to start up a men's volleyball team at Miramar College for the third time last week. Today, Executive Vice Chancellor Dowd was asked to provide a report on the number of teams and co-curricular budgets at all colleges to Cabinet. The topic will come back next week, but Chancellor Carroll approved the new Miramar team today. Hsieh thanked the faculty, deans and VPI for providing excellent supporting information. She also asked the College to thank the Chancellor for her support.
- Chancellor in interested in any guidelines governing instructional internships on campus. Vice presidents of instruction are asked to check with deans. Benne will provide a Miramar summary.
- There will be an email and text tomorrow, Wed, notifying SDCCD personnel and students of an emergency communication test, which will occur on Friday, Sept. 19. Hsieh asked that all assure their current contact information is on file with the District.

- The Chancellor will work at the regional and state level to challenge the matching requirements of SSSP dollars. She plans to request the statewide CEO Board to carry this item forward, and is hoping to gain CCLC support. There is no action at this time. Chancellor plans to also address the 50% law issue at the statewide level.
- Board meeting on 9/11. Agenda was reviewed at last week's CEC.
- Board meeting on 9/25 will be at City College, room D-201.
- At the board meeting of 9/11, the board will adopt the final budget. Hsieh noted that in the PowerPoint presentation, the Miramar College campus budget is augmented by \$281,073 for "in-service" classes for City and County of San Diego police, fire, EMT, and lifeguard training programs -- this is in addition to \$387,500 funding augmentation as of 2013-14 to fund an additional police academy on an ongoing basis. Hsieh continues to remind Chancellor's Cabinet, public safety training is a commitment made by Cabinet and the District as a service to the community. All need to help constituencies understand community services, which should not compromise Miramar's main campus growth and expansion.
- There will be a board retreat on Oct. 16. College presidents will discuss faculty hiring in terms of diversity with the board, based on a comment from a Miramar faculty member that Miramar has only one contract African American faculty member. Hsieh noted, while supportive of this topic, Miramar has African American counselors and administrators, and that we need to look at student demographics and get our facts correct.

E. NEW BUSINESS

None.

F. OLD BUSINESS

1. Accreditation (Hsieh/Miramontez)

Miramontez noted 39 people have signed up to attend the workshop for this Friday, Sept. 12 at 1 PM. Applications for faculty co-chair of the Accreditation Steering Committee announcement close this Friday, Sept. 12. An organizational meeting of the Steering Committee and the chairs from four standards is scheduled for October 17. A training workshop (core team participants) will be held at MiraCosta College on Oct. 15; a follow-up for the entire campus community, presented by the core team participants of the MiraCosta training, is planned for October 31. Hubbard reported the classified representatives are confirmed; she will send the list to Hsieh.

G. PLACEHOLDERS

1. Cultural and Ethnic Diversity Plan (Due to CEC on 9/30/14)

No report.

2. Outcomes & Assessment Plan (Due to CEC on 9/16/14)

No report.

3. Basic Skills Action Plan (Due to CEC on 9/16/14) (Benne/Hsieh/Haidar)

Basic Skills Plan is going to Academic Senate next week, same day as CEC. Benne expressed concern with the campus flow of approvals and deadline to submit report to State. Hsieh noted it is important for constituency leaders to build into meeting calendars items that need review and approval. Hsieh asked that more governance training be provided.

4. Facilities Master Plan Update (Due to CEC on 9/16/14)

VP Brett Bell presented the Facilities Master Plan Update to the Academic Senate. The Plan will come back for a second reading. Haidar noted all plans need to go to constituency leaders and that is the responsibility of co-chairs. Issues of governance and representation were discussed. Hsieh added that faculty members on committees have a responsibility to **share information with the faculty**. Dan Gutowski, representing Bell today, noted they still need feedback from the Classified Senate on the Plan.

5. Alignment of College's Governance Structure with College's Integrated Planning Process (Due to CEC on 9/30/14)

No report.

6. Divisional Plans (Due to CEC on 9/30/14) (attachment) (Hsieh/Miramontez)

Divisional Plans came to the Academic Senate for first reading and will return on 9/16. Haidar reported the integration of the SSSP plan into the Student Services Divisional Plan **as one document** is causing confusion. Hsieh asked for the "SSSP plan" and the "Divisional Plan" to be sent to Haidar by Ramsey as two stand alone documents.

7. Progress on Draft San Diego Miramar College Student Equity Plan (Due to CEC on 10/14/14, due to Chancellor's Office on 10/21/14, Due to State 11/21/14)

Representing VP Ramsey today, Jacobson recognized Dean Irvin for the work he did on the student equity workshop last Friday.

8. SSSP Update (Due to CEC 9/30/14, Due to State 10/17/14, Due to SDCCD Chancellor's Office 10/21/14) (attachment)

Discussed earlier.

H. REPORTS

- **Academic Senate (Haidar)**

No report.

- **Classified Senate (Hubbard)**

No report.

- **Associated Student Council (Jacobson)**

No report.

- **District Governance Council (Haidar)**

No report.

- **District Strategic Planning Committee (Hsieh)**

No report.

- **District Budget Committee (Bell)**

No report.

- **College Governance Committee (McMahon)**

First meeting of the year has been rescheduled for 9/23, 2:45 p.m., K2-106

I. ANNOUNCEMENTS

- Haidar thanked Trevisan for CEC note taking.

9/9/14

S. Trevisan