

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, December 10, 2013 • 1:00 – 2:30 P.M. • L-108

Members: Hsieh, Bell, Ramsey, Haidar, Figueroa, Allen, Hubbard, Ledbetter and Akbari,

Attendees: Trevisan, Beitey, & Jacobson

- A. Approval of the Agenda
- B. Approval of Previous Minutes
- C. Guests/Introductions:
- D. Updates from the Chancellor's Cabinet
- E. New Business

#	Item	*Strategic Goals	Initiator
6	Instructional PR/SLOAC Handbook Changes (attachment @ meeting)	5	Figueroa
2	Change Order – Student Resource and Welcome Center	3	Bell
3	No Dogs on Campus	3	Bell
4	Emergency Generator Prioritization	3	Bell
5	Revised Miramar College ISLOs (attachment)	1 & 5	Haidar

F. Old Business

#	Item	*Strategic Goals	Initiator
1	Progress on Student Success Program Implementation	5	Ramsey
2	Update from Program Processes Task (College completion due date 12/10/13) - Review	1	Haidar
3	Update on Implementation of Accountability Management System (AMS)/Task Stream	1	Bell
4	Status Regarding 3/27/14 On Campus Board Meeting	1	Beitey & Trevisan
5	College Benchmarking Methodology (12/3/13 due to CEC)	5	Hsieh & Haidar
6	Revised & Updated College Strategic Plan (Fall 2013 – Spring 2019 Due to CEC 12/10/13) (attachment)	5	Hsieh
7	Update on College-Wide Retreat Planning 3/7/14	5	Bell, Ramsey & Figueroa
8	New Faculty Orientation	1	Hsieh & Gomez
9	Status on Student Learning Outcomes – Sustainable Level (12/10/13) http://www.sdmiramar.edu/webfm_send/12704	5	Hsieh & Ramsey

G. Reports

(Please limit each following report to two minutes maximum. If you have any handouts, Please e-mail them to Lexie West ahead of time to be included for distribution electronically.)

- Academic Senate
- Classified Senate
- Associated Student Council
- District Governance Council
- District Strategic Planning Committee
- District Budget Committee
- College Governance Committee

H. Announcements

I. Adjourn

*** San Diego Miramar College 2007 – 2013 Strategic Goals**

Goal 1: Focus college efforts on student learning and student success through quality education that is responsive to change

Goal 2: Deliver instruction and services in formats and at sites that best meet student needs.

Goal 3: Enhance the college experience for students and the community by providing campus facilities, programs and student-centered co-curricular activities that celebrate diversity and sustainable practices

Goal 4: Initiate and strengthen beneficial partnerships with business and industry, other educational institutions, and the community

Goal 5: Refine the college's integrated planning process

Please also see <http://www.sdmiramar.edu/institution/plan> for San Diego Miramar College 2007-2013 Strategic Plan Folders

Draft Revised Miramar ISLOs*

Knowledge of Human Cultures and the Physical and Natural World

Study in sciences, math, social sciences, humanities, histories, language and the arts; **or a specialized field of study****

Intellectual and Practical Skills

Communication

Critical Thinking

Problem Solving

Quantitative Literacy

Information Literacy

Personal and Social Responsibility

Local and global civic knowledge and engagement

Intercultural knowledge and competence

Ethical reasoning and action

Foundations and skills for lifelong learning

Pursuit of high quality, collegiate educational and extracurricular experiences

Successful navigation of the postsecondary education system to achieve educational goal(s)**

Integrative and Applied Learning

Synthesis and advanced accomplishment across general and specialized studies

Demonstration of applied skills required for the student's chosen career field**

(*) Appended version of the Liberal Education and America's Promise (LEAP) outcomes established by the Association of American Colleges and Universities (AAC&U).

(**) Miramar College additions

Draft - SD MIRAMAR STRATEGIC PLAN 2013-2019

Strategic Goal I: Provide educational programs and services that are responsive to change and support student learning and success.

Strategies:	Indicators and Measures:
<p>I.1. Identify current and future student needs for transfer, degree, and certificate completion.</p>	<p><i>Student Completion</i></p> <p>I. 1.1 Transfer volume, rate, and prepared rate</p> <p>I. 1.2 Number of degrees and certificates awarded</p> <p>I. 1.3 Number of degree/certificate awarding-Programs</p> <p>I.1.4 Number of Associate Degree for Transfer (ADT) in development</p> <p>I.1.5 Completion Rate (Source: Student success Scorecard*)</p> <p>I.1.6 CTE Rate (Source: Student success Scorecard*)</p>
<p>I. 2. Identify resources for appropriate programs and services to support student learning and success.</p>	<p><i>Programs & Services</i></p> <p>I. 2.1 Number of service learning, internships, work experience opportunities offered</p> <p>I. 2.2 Number of programs initiated or supported through external funding</p> <p><i>Student Participation</i></p> <p>I. 2.3 Number of students seeking tutoring services in service learning, internships, work experience opportunities</p>
<p>I. 3. Identify faculty and staff development needs and resources and implement steps for their delivery of educational programs and services.</p>	<p><i>Professional Development</i></p> <p>I. 3.1 Program Review data specific to PD (Note: For activities that are not entered for FLEX credit)</p> <p>I.3.2 Number of staff development workshops and activities</p> <p>I.3.3 Number of participating faculty, classified staff, and administrators (Resource: Flex Coordinator)</p> <p>I.3.4 Employee Satisfaction Survey results specific to PD</p> <p>I.3.5 Cultural Climate Survey results specific to PD</p>

(*)*Completion Rate: The percentage of first-time students with a minimum of six units earned who attempted any math or English course in the first three years, and who achieved any of the following outcomes anywhere in the California community college system within six years of entry:*

- *Earned AA/AS or credit certificate*
- *Transferred to a four-year institution*
- *Achieved 'Transfer-prepared' (successfully completed 60 UC/CSU transferrable units with a GPA of 2.0 or higher)*

(*) *Career Technical Education Rate: The percentage of students who completed a Career Technical Education course for the first-time and completed more than eight units in the subsequent three years in a single discipline, and who achieved any of the following outcomes anywhere in the California community college system within six years of entry:*

- *Earned any AA/AS or credit certificate*
- *Transferred to a four-year institution*
- *Achieved 'Transfer-prepared' (successfully completed 60 UC/CSU transferable units with a GPA of 2.0 or higher)*

Planned Activities:	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
I.A. Implement Student Success and Support Program.	X	X	X			
I.B. Implement a comprehensive freshman year experience program.	X	X	X			
I.C. Develop guiding principles, schedule development priorities, and data elements for strategic enrollment management	X					
I.D. Implement strategic enrollment management practices and scheduling processes		X	X			
I.E. Develop and offer orientation and staff development activities for faculty and staff	X	X				
I.F. Update Facilities Master Plan to address project completion of Prop S&N and future needs.	X	X	X			
I.G. Implement new enterprise resource planning (ERP) system. Develop training and procedures for transparent Administrative Services systems.	X	X	X			
I.H. Develop plan for allocation of new or additional discretionary funds.			X	X	X	X

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Strategic Goal II: Deliver educational programs and services in formats and at locations that meet student needs.

Strategies:	Indicators and Measures:
<p>II.1. Identify current and future student needs of formats and locations for educational programs and services.</p>	<p><i>Enrollment and Service Management</i></p> <p>II.1.1 Percentage of course sections offered via distance Ed, day time evening classes, and off-campus locations</p> <p>II.1.2 Number of support services for course sections offered via distance Ed or off-campus locations</p> <p>II.1.3 Course fill rates, waitlisted seats, enrollment counts and percentages</p> <p>II.1.4 Success and Retention rates by course modality (face-to-face <i>versus</i> online)</p>
<p>II.2. Identify emerging technology for delivering instruction and student services.</p>	<p><i>Innovation and Technology</i></p> <p>II.2.1 Program Review data specific to technology needs for instruction and services (BRDS RFFs)</p> <p>II.2.2. Employee and Student Satisfaction Survey results specific to the use of technology during instruction and service delivery</p>
<p>II.3. Identify resources and implement steps to meet student needs in formats and at locations</p>	<p><i>Enrollment Management</i></p> <p>II.3.1 Distribution of course offerings (Annual Percentage of Basic Skills, CTE, Transfer, AA/AS)</p> <p>II.3.2. Employee and Student Satisfaction Survey results specific to EM</p> <p>II.3.3 Program Review data specific to EM</p> <p>II.3.4 Technology training & professional development opportunities survey specific questions (Note: Continuing Ed survey-sp2010-modify for Miramar purpose)</p> <p>II.3.5. District Online Course Satisfaction survey</p>
<p>II.4 Identify resources and implement steps to meet technology needs for delivery of instruction and services</p>	<p><i>Innovation and Technology</i></p> <p>II.4.1. Employee and Student Satisfaction Survey results specific to technology</p>

Planned Activities	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
II.A. (same as I.C.) Develop guiding principles, schedule development priorities, and data elements for strategic enrollment management	X					
II.B (same as I.D.) Implement and evaluate strategic enrollment management practices and scheduling processes		X	X	X		
II.C. Develop, offer, and evaluate student support services in alternate formats including on-line.	X	X	X	X		
II.D. Conduct relevant distance education training for instructors	X	X	X	X	X	X
II.E. Provide faculty/staff the opportunity to attend training sessions focused on student success						
II.F. Develop Long-term funding plan for computer and equipment replacement.		X	X	X		

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Strategic Goal III: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.

Strategies:	Indicators and Measures:
<p>III.1. Identify curricular and co-curricular activities and college experiences that celebrate diversity and sustainable practices.</p>	<p><i>Diversity & Sustainable Practices</i></p> <p>III.1.1 Number of courses with modules addressing diversity and sustainable practices (PR Review reports)</p> <p>III.1.2 Annual number of activities and college experiences celebrating diversity and sustainable practices (Resources: Diversity committee & Environmental Stewardship Taskforce)</p> <p><i>Diversity</i></p> <p>III.1.3 Program Review data specific to Diversity 1.4 Student Satisfaction Survey results specific to Diversity</p> <p>III.1.5 EOPS and DSPS survey results</p> <p>III.1.6 Cultural Climate Survey results specific to Diversity</p>
<p>III.2. Identify resources and implement steps to support curricular and co-curricular activities and college experiences that celebrate diversity and sustainable practices.</p>	<p><i>Diversity</i></p> <p>III.2.1 Employee Satisfaction survey results</p> <p>III.2.2 District Cultural Climate survey results</p>

Planned Activities	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
III.A. Schedule orientation, assessment and counseling sessions as a package	X	X	X	X		
III. B. Develop and implement a comprehensive student life program including establishing a college hour	X	X				
III.C. Develop and implement a systemic approach to support the Diversity & International Education Committee and Environmental Stewardship Taskforce	X	X				
III.D. Assess need and develop plan for renovated athletic fields and/or college only athletic field to support stronger student-centered programs while maintaining commitment to community recreation.			X	X	X	

Strategic Goal IV: Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.

Strategies:	Indicators and Measures:
IV.1. Identify current and prospective partnerships with educational institutions, business and industry and our community.	<i>Partnerships</i> IV.1.1 List of current partnerships with educational institutions, business and industry, and advisory boards IV.1.2. Number of outreach activities /programs to high school and the community IV.1.3. Program Review data specific to prospective educational institutions, business and industry and our community
IV.2. Identify resources and implement steps to continue with current and prospective partnerships with educational institutions, business and industry and our community.	<i>Partnerships</i> IV.2.1. Evaluate and prioritize continued and prospective partnerships with educational institutions, business and industry, high schools and our community IV.2.2. Number of articulation agreements with public and private institutions of higher education

Planned Activities	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19
IV.A. Update outreach partnership agreements with feeder high schools	X	X	X	X	X	X
IV.B. Sign transfer agreements with 4-year institutions	X	X	X	X	X	X
IV.C. Develop new business partnerships	X	X	X	X	X	X
IV.D. Review and update articulation agreements	X	X	X	X	X	X
IV.E. Strengthen the active career and technical education advisory committees and their participation in actively guiding program improvements.	X	X	X	X	X	X
IV.F. Develop new degrees and certificates to match partner institution and industry needs, including implementation of SB-1440 degrees with California State University system.	X	X	X			
IV.G. Assess and strengthen business, industry, and community participation in student scholarship.				X	X	X