

MINUTES

College Executive Committee May 14, 2013
San Diego Miramar College

Present: Sandi Trevisan, Susan Schwarz, Brett Bell, Patricia Hsieh, Daphne Figueroa, Buran Haidar, Lexie West, Jerry Buckley, Gerald Ramsey, Joyce Allen, Michael Shepard

A. Approval of Agenda

Add (Hsieh): New Business -- Recognition Event
Amended agenda approved.

B. Approval of Previous Minutes

Approved minutes of 5/7/13.

C. Guests

None.

D. Chancellor's Cabinet

- Two dates will be proposed to DGC for a district wide leadership activity – October 11 and October 18. All managers and constituency leaders will be invited to attend.
- The number of hard copies of printed Midterm Accreditation reports will be determined in June or July.
- Two student services policies were highlighted: 1) The district will continue a policy to grant credits for military training and service through the ACE system; 2) No credit will be awarded for MOOCs. Questions or concerns should be shared with constituency leaders.
- The Chancellor would like state legislators to visit college campuses as soon as possible. Trevisan was asked to invite Assemblyman Brian Maienschein to visit Miramar College and ask if he'd like to visit Mesa College, also in his representative area.
- The district has built the cost of purchasing *Taskstream* for all colleges into the district budget with a receipt date of July 1. Hsieh will advise Laura Murphy to plan accordingly in regards to convocation activities.
- The district has hired a consultant to work on RFQ for the new ERP, which is planned for 1 ½ - 2 ½ year implementation. The district will use teleconferencing for training as much as possible.
- An evaluation of the evaluator centralization and its effectiveness is planned.
- Based on an AFT agreement, counselors district wide work 194 days per year. Some colleges vary and go by hours, not days. The Chancellor has asked for a legal opinion.
- Large computer technology purchases for new facilities was reviewed as they relate to significant reductions in FFE funds. At Miramar, college leadership is aware of the situation and communicated with faculty and office staff as needed. Figueroa expressed appreciation to VPA Brett and others for keeping faculty and staff informed on construction issues. Bell advised the district is hoping to take advantage of cooperative agreements.

E. NEW BUSINESS

1. Recognition Event (Hsieh)

Hsieh expressed appreciation to constituency leaders for their service and communication with respective groups during 2012-2013. She awarded certificates of recognition and provided

refreshments. Hsieh also thanked Lexie West for coordinating the refreshments. Leaders recognized included: ASC President Michael Shepard, Classified Senate President Joyce Allen, Academic Senate President Daphne Figueroa, and managers' representative Susan Schwarz. Haidar presented a personal plaque of appreciation to Figueroa for her mentorship and service as Academic Senate President for two terms.

F. OLD BUSINESS

1. Acceptance of 2013 College Midterm Report (Hsieh) – attachment and link:

http://www.sdmiramar.edu/webfm_send/13129

Special meeting June 11. The last day for feedback via constituency leaders to VPI Buckley is May 24. A special meeting has been scheduled on June 11 to formally accept the report.

2. Early College Program with Mira Mesa High School – Recommendation due 11/5/13 (Figueroa)

Item will be discussed at Academic Affairs.

3. Proposed Change of Convocation to Friday or on Thursday and School and Department Meetings on Friday (Figueroa)

Figueroa clarified the agenda item, which consists of proposing changing spring convocation to a Friday, and moving school/departments meetings to Fridays for fall convocation. Figueroa will discuss with Senate Exec members. No change is planned for this fall. Spring 2014 changes must be discussed first. Shepard will inform students this is a discussion item.

4. Follow Up on Program Review Work Group Recommendation (Haidar)

Haidar reported CGC will discuss at their meeting today.

5. Follow Up on Membership Appointment on Task Force to Identify a Process for Approving New Programs, Institutionalizing Grant Funded Programs, and Program Discontinuance (Figueroa)

Task force members were appointed and the majority met yesterday. Items discussed included guidelines, where we are, and how to proceed. Haidar was charged to provide existing documentation to task force members by May 16. The task force will meet again on May 21 at 1 p.m. CEC agreed the task force will be called "Program Processes Task Force."

G. REPORTS

Academic Senate (Figueroa)

Last meeting of the year included: drawing for interested faculty to attend the state Academic Senate Leadership Institute (Marie McMahan and Linda Woods); Dan Igou will attend the Curriculum Institute in July; heard information from the Facilities Committee regarding a community proposal to relocate vernal pools land for sports fields -- as not all background information was available, Academic Senate asked to have all parties present the issues for their review. In the meantime, the campus master plan is moving along as scheduled; report from Angela Romero and Cheryl Reed on the district MOOCs taskforce; discussion how to verify that new or newly activated courses have SLOs in place -- Academic Senate endorsed

recommendation from Curriculum Committee for SLO verification. Hsieh congratulated all faculty on efforts to continue to enhance the SLOs requirement.

Classified Senate (Allen)

Discussed vernal pools. Vuong Nguyen researched background and provided a report. Classified Senate is not in favor of relocating vernal pools, and added that Facilities would need to support another area of campus, if developed. They discussed and supported two resolutions: 1) one from Mesa College Classified Senate that all stakeholders in program review should be a part of the program review process; and 2) from CE Classified Senate regarding removal of some programs. Also addressed reorganization of senators based on campus location, and reminded members that any edits to the Midterm Report should be emailed to Allen or T. Hubbard.

Associated Student Council (Shepard)

Last meeting was Friday -- discussed Jets Jump Start and support from ASC. Shepard thanked CEC members for their dedication to students and education.

District Governance Council

Meets tomorrow.

District Strategic Planning Committee

No report.

District Budget Committee

Will meet June 5.

College Governance Committee (Haidar)

Meets today with full agenda, including review of a proposal from the Program Review Committee.

H. ANNOUNCEMENTS

- Hsieh reported that the ILC will be used for fall Convocation activities, as participant access to computers will be required. Schwarz suggested Convocation could begin in the auditorium and move to the ILC, when necessary.

5/15/13

S. Trevisan