

## **MINUTES**

College Executive Committee March 5, 2013  
San Diego Miramar College

**Present:** Sandi Trevisan, Gerald Ramsey, Jerry Buckley, Daphne Figueroa, Patricia Hsieh, Buran Haidar, Brett Bell, Joyce Allen, Terrie Hubbard, Michael Shepard, Adela Jacobson

### **A. Approval of Agenda**

Agenda approved.

### **B. Approval of Previous Minutes**

Minutes of February 26, 2013 approved.

### **C. Guests**

Susan Schwarz

### **D. Chancellor's Cabinet**

- Enrollment report ... colleges and Continuing Education will add classes to reach the district goal of 400+ FTES above cap. As of today, the district will be 396.5 FTES above target. With preliminary 2012 recalculation information received from the State recently, the district still needs to boost FTES to reach its goal.
- A trustee has requested a study session on mental health following a scheduled board meeting—Thursday, April 4. College presidents and campus representatives will provide information on campus services. Lezlie Allen has been identified for Miramar. The meeting is open to the public. VPSS G. Ramsey will coordinate Miramar representation.
- Vice Chancellor Otto Lee will coordinate partnership activity with Donovan Correctional Facility.
- The board meeting scheduled on March 14 will be held at CE. One item relates to Miramar – approval of declaring an emergency for expenditures to complete repairs to the heating hot water piping system at the college.
- A joint board meeting between SDCCD and SD Unified will be held on Tuesday, 3/19 at ECC.
- Miramar has a vacant classified athletic trainer position, which is approved to fill. Hsieh asked Buckley to start the process immediately.
- Parking budget status – while revenue and expenditure are balanced at this time, there are no funds to set aside for maintenance. Vice Chancellor L. Neault will discuss with student groups.
- Vice Chancellor D. Umstot shared furniture standards district wide and noted variations are occurring in new buildings on campuses. Hsieh will provide the document to VPA B. Bell.

### **E. NEW BUSINESS**

#### **1. BRDS/PIEC Prioritization of RFF's (Figueroa)**

Figueroa thanked all for their constituency review of the BRDS prioritization list. The delay will result in new quotes needed for some. She requested AS and Classified Senate provide the actual dates of approval for the records. Jacobson noted AS approved the list on Feb. 22, 2013. *CEC voted to accept the list (motion/second -- Haidar/Buckley), unanimous acceptance.*

## **F. OLD BUSINESS**

### **1. 2013 Accreditation Commission Annual Report (CEC 3/12/13; Draft Distribution 2/25/13) (Hsieh)**

Hsieh reminded mind all to review the annual report draft prior to next week's meeting. Buckley is available to meet with constituent groups upon request.

### **2. Follow Up on Employee & Student Satisfaction Surveys' Recommendations Due 3/12/13 (Hsieh)**

Changes received are being incorporated at this time by the President's Office.

### **3. Update on Accreditation Midterm Report (Buckley)**

March 15 is the deadline to publish the third draft. Buckley thanked Figueroa and Haidar for completing the last two pieces of the report (governance). He will be adding in comments from site visiting team report, and is working on survey elements. Buckley recommended adding accountability information from the annual report. Hsieh supported the recommendation and thanked Buckley for his leadership and for doing a great job as ALO.

### **4. SDCCD/SD Unified Joint Board Meeting on 3/19 (Hsieh)**

At the last joint board meeting, a goal was stated to have Miramar develop a middle/early college with a feeder high school. After much discussion at Miramar, CEC agreed that may not be the best way to serve high school students in our feeder area. Hsieh thanked Buckley and Ramsey for their follow-up and dialogue with primary feeder schools administrators. Since only 5% of students who take college courses while enrolled in high school continue to take courses on campus after graduation, it was determined this would not be the most efficient way to use limited resources. The intention is to collaborate with high schools to benefit students and other ways were identified, including articulation between high school and college faculty, particularly in basic skills and math. Hsieh stated our report will focus on the articulation portion and what we can support given our resources. Miramar is not ready to open a middle/early college in the near future (5-10 years). While a summer bridging program would be desirable, no resources have been identified to support such a plan.

## **G. REPORTS**

### **Academic Senate (Figueroa)**

Meeting today at 3:30 PM in H-105. Will hear committee reports, discuss a resolution regarding hiring faculty, AACJC annual report, opening nominations for senate elections for officer positions, recommending an increase to the Academic Senate scholarships from \$300-\$350 this year, and preliminary district strategic goals.

### **Classified Senate**

Will meet Thursday from 2-3 PM in PCR. Will discuss the mission statement, committee membership, training, staff development, Invest in Success role, classified scholarship, senator assignment, and district strategic goals plan.

### **Associated Student Council (Shepard)**

Working on Spring Fest, which will be on March 14 in front of the LLRC. Will hold in-house elections for vacant positions.

**District Governance Council**

Next meeting March 6.

**District Strategic Planning Committee**

Next meeting March 21.

**District Budget Committee**

Next meeting March 6.

**H. ANNOUNCEMENTS**

Figueroa – happy birthday to B. Haidar.

*3/5/13*

*S. Trevisan*