

MINUTES

College Executive Committee • April 17, 2012

San Diego Miramar College

Present: Jerry Buckley, Daphne Figueroa, Sandi Trevisan, Joyce Allen, Terrie Hubbard, Victor Bohm, Brett Bell, Susan Schwarz, Darrel Harrison

A. Approval of Agenda

Approved.

B. Approval of Previous Minutes

Minutes of 4/10/12 approved.

C. Guests

Linda Woods, Buran Haidar

D. Chancellor's Cabinet (Bell)

- Emergency radios have been received and will be distributed to authorized individuals today. They should be placed where easily accessible and ready to be charged.
- No enrollment report.
- Cabinet reviewed a proposal to increase the student health services fee by an additional \$1, effective fall 2012. College presidents are asked to survey constituent groups on campus and provide feedback as soon as possible. Health fees are reviewed annually and proposed increases are aligned with the consumer price index. Figueroa wants more information. The District would generate approximately \$25,000 per year from the \$1 increase.
- Upcoming board agendas include the following Miramar items: 4/19/12 agenda -- approval of a 1.0 FTE athletic trainer position, approval of the VPSS contract; 5/10/12 agenda – approve travel of a Miramar College student to co-present with faculty at an annual conference on democracy.
- Vice chancellor Dowd reviewed the tentative budgets and identified respective fixed costs vs. variable costs within discretionary funds. Bell reported Miramar has strategies to accommodate all unmet discretionary-funded needs internally for one year.
- A senior clerical position in the Mesa College VPSS office was approved to fill.
- The statewide Chancellor's Office is proposing changes to the priority registration process. SDCCD Vice Chancellor Neault will provide a simplified report to compare District process with the state Chancellor's proposal.

E. NEW BUSINESS

1. SLO Proficiency Report (Buckley/Haidar)

The college received from the accrediting commission instructions for reporting compliance with SLO "Timeline to Proficiency" requirements. Miramar is on the fall 2012 reporting list. Haidar reported Miramar is in good shape, but needs to identify gaps at this time and encourage dialogue. Student learning as a focus of Convocation is evidence of "reflective dialogue."

2. Next Step of Study on Classified Hiring Impact (Bell)

A district wide perspective of the impact of the four-year hiring freeze was shared at the last board meeting. Chancellor's Cabinet has directed VPAs to determine the finer details of the impact at each campus and provide the first detailed analysis by June.

3. Follow-up o SDCCD-SDUSD Joint Board Meeting (Buckley)

As a result of a recent SDCCD-SDUSD joint board meeting, Miramar College was asked to explore the middle college concept. Buckley reported Miramar may want to establish another model. The Academic Senate and VPI will discuss and have conversations with an area high school. Only concepts will be explored at this time, due to lack of budget to support development.

4. Smoke Free Environments (Bell)

Miramar College is now the only college campus in the District not designated "smoke free." Bell will begin a campus conversation to review the smoking policy in an effort to assist the District with its goal to become a smoke free district in order to develop a process for enforcement of the non-smoking policy district wide. Bell will meet with constituent groups and lead development of a survey.

5. Parking Enforcement Grace Period (Bell)

Effective fall 2012, no grace period will be provided for parking permits at any location in the District. United Student Council suggested suspension of the traditional two-week grace period in lieu of raising student parking permit fees. Students will be notified via email and postings will be placed across the campus. Warnings will be placed on windshields on Aug. 20 and 21.

6. 7. 8. Review of Educational Master Plan Draft, Three-Year Division Plan Drafts; Updates from PIEC (Buckley)

Plan drafts were sent out and the window for written feedback is now open. PIEC is interested in improving communication and possibly reinstating the spring retreat. A simpler integrated planning diagram is being developed. Recommendations for changes to the various plan drafts should reference page number and paragraph.

9. Fall Convocation

No update.

10. CEC Minutes Action Review (Figueroa)

CEC reviewed a document prepared by Trevisan that aligns the actions taken by CEC in the last two years with college strategic goals. Figueroa and Haidar will distill the list into categories and distribute to CEC via email.

F. OLD BUSINESS

1. Update on Oct. 2012 Accreditation Follow Up Report (Buckley)

Buckley met with faculty editor Duane Short, who now has text for two accreditation responses. Short will compare Miramar, Mesa and City's responses and edit Miramar's as appropriate, using local data.

G. REPORTS

Academic Senate (Figueroa)

Senate meets today.

Classified Senate (Allen)

Senate meets Thursday.

Associated Student Council (Bohm)

Approval of AS Constitution edits and AS leadership elections for 2012-2013 will occur May 7. Students are encouraged to vote.

District Governance Council

No report.

District Strategic Planning Committee (Figueroa)

A final draft of the revised Strategic Plan update for 2011-2012 was presented to DGC.

District Budget Committee (Bell)

No report.

H. ANNOUNCEMENTS

- Buran Haidar has been elected Academic Senate President-Elect. Congratulations.

4/18/12

Trevisan