

MINUTES

College Executive Committee • March 27, 2012

San Diego Miramar College

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

A. Approval of Agenda

Approved.

B. Approval of Previous Minutes

Minutes of 3/20/12 approved.

C. Guests

Mark Manasse, Linda Woods, Buran Haidar, Adela Jacobson

D. Chancellor's Cabinet (Bell)

- Vice Chancellor Bonnie Dowd chaired Chancellor's Cabinet.
- No enrollment update.
- Foundation planning – Interest income from the District's investments in the San Diego Foundation will support Foundations at each campus. Centralization vs. individual campus Foundation support is being discussed. Lynn Neault has researched alumni database programs. Cost to each campus would be \$5300. A district database is an option, but due to the distinct personalities of each college and CE, individual purchases are recommended. An "opt in" process is preferred. Each campus will design respective alumni membership benefits.
- Next board meeting will be on the Miramar College campus, 3/29/12.
- Cabinet reviewed the classified vacancy list; there are no Miramar College requests at this time.
- Budget – Miramar vice presidents Buckley, Conrad and Bell need to work on a tentative budget for 2012-2013, which will be due mid-April. The funding model will result in less next year than this year. The District anticipates a \$9.1 million additional cut should tax measures fail in the November election and will plan for a "worst case scenario" for the fall, which could be a \$50,000 reduction to Miramar College and possible further workload reduction in course offerings. Bell encouraged all to consider Student Services as already "bare bones" and not to consider reducing their budget further.
- Human Resources presented a quarterly diversity report, which reflects a match between District faculty and staff data and San Diego County census data.
- Emergency radios will be distributed to the campuses tomorrow at Review of Services.
- Adjunct assignments must total less than .5 percent each semester to avoid associated benefit costs to the District. Concerns will be discussed.

E. NEW BUSINESS

None.

F. OLD BUSINESS

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

Buckley plans to be the primary editor of the report, but is seeking a faculty member as co-editor.

2. Annual Report to AACJC (Buckley)

Buckley distributed the AACJC Annual Report. Figueroa reported the Academic Senate had already endorsed the report. CEC approved the report with minimal edits. *Bell motion/Conrad second/unanimous vote to approve.*

3. League for Innovation Award Competition (Figueroa/Manasse)

Manasse distributed copies of the draft application to the League for Innovation Award for the San Diego Miramar College Basic Skills and Developmental Education Innovation. CEC accepted the application. *Harrison motion/Buckley second/unanimous acceptance.*

4. Proposed Location of 2nd Parking Structure (Bell)

Bell shared drawings of the campus master plan that showed placement of two planned, but unfunded, parking structures – one in east lot #1, the other where the bungalows reside. One will be funded by MTS SANDAG in exchange for Transit Center use of 300 spaces in the existing parking structure (#3). The Facilities Committee recommends building the second parking structure in the area where bungalows currently reside after relocating offices, classrooms and services to new buildings currently in construction or soon to be. CEC approved the recommendation. *Bohm motion/Buckley second/unanimous vote to approve.*

G. REPORTS

Academic Senate (Figueroa)

At the last meeting, the Senate voted to endorse the AACJC annual report. An executive meeting will be held today.

Classified Senate (Allen)

Allen shared a new logo that will represent the Miramar College classified staff. It will be featured on t-shirts to be sold as a Classified Senate fundraiser. Winning artwork was submitted by Carmen Martinez-Coniglio.

Associated Student Council (Bohm)

Spring Fest will be 3/29/12 at Compass Point from 9:30 a.m. – 3:30 p.m. (Alice in Wonderland theme).

District Governance Council (Figueroa)

Facilities procedures were reviewed at the last meeting. Miramar College will review at the next Facilities Committee meeting. The Hiring Freeze Impact Report was distributed.

District Strategic Planning Committee

No report.

District Budget Committee (Bell)

No report.

H. ANNOUNCEMENTS

None.

3/28/12

Trevisan