

## **MINUTES**

**College Executive Committee • January 31, 2012**

San Diego Miramar College

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

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

Approved.

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

Minutes of 1/24/12 approved.

### **C. Guests**

Buran Haidar, Adela Jacobson

### **D. Chancellor's Cabinet (Hsieh)**

- Emergency planning focus on generators. Miramar College has identified S-5 as a building in need of an emergency-use generator.
- Hsieh reviewed courses to be offered by Miramar College in the drastically reduced summer session -- 4 preseason athletics sections, 4 courses (8 sections) required by the MLT program, 6 classes at MCAS, summer in-service recertification training, 1 automotive course (2 sections) required by T-TEN, and 2 automotive courses held offsite at high school campuses. Courses will not be publicized, will be manually outreached, and enrolled.
- The math instructor position has been approved and is currently posted. The college's request for an Athletic Trainer will be included in a district wide list for Cabinet review.
- Human Resources is compiling an overall list of critical classified staffing needs created by the hiring freeze. Relocation of staff may be considered to address critical needs.

### **E. NEW BUSINESS**

#### **1. CCAMPIS Grant (Conrad)**

*Distributed: Child Care Access Means Parents in School (CCAMPIS)*

Mesa College received a four-year federal grant in 2009, which requires the college's Child Care Center be accredited in order for low-income parents (college students) to receive funding to cover their child's enrollment fees in the Center. Mesa's Child Care Center lost its accreditation and no longer has a qualifying center for the grant. Mesa President Luster will submit a request to the Department of Education to transfer the remainder of grant funds (approximately \$130,000) to Miramar College for use by qualified Miramar students who have children enrolled in the Miramar Child Care Center, which is accredited. 10-12% of the budget supports staffing budget and recordkeeping needs.

#### **2. Evening Access to New Administration Building (Bell)**

External doors to the new Administration building will be open from 7 a.m. – 8 p.m. The mailroom within will remain open until 10 p.m. With the proximity of the building to the soon-to-be-constructed public Transit Center, an external keypad entry system is under consideration, among other security options.

## **F. OLD BUSINESS**

### **1. On Campus Board Meeting Program Preparation Update (Figueroa)**

Figueroa stated all presentation materials have been submitted to Joan Mize, per the timeline. A rehearsal is scheduled for March 22<sup>nd</sup>.

## **G. REPORTS**

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

Figueroa thanked Hsieh for making available to the entire college the League of Innovation virtual presentation on Feb. 15. Figueroa will send information to the campus next week re: access and link to view. Gayla Pierce will discuss CAFÉ plans at the first regular meeting of the Academic Senate next week.

### **Classified Senate (Allen)**

Senate will discuss the flex survey, dues, and possibly hosting the Classified Senate Retreat in August or January.

### **Associated Student Council (Bohm)**

First meeting of the semester will address student representatives to shared governance committees. Bohm, the chancellor, board members, and others, traveled to Sacramento to visit with legislators.

### **District Governance Council (Hsieh)**

No report.

### **District Strategic Planning Committee**

No report.

### **District Budget Committee (Bell)**

No report.

## **H. ANNOUNCEMENTS**

None.

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*Trevisan*