

## **MINUTES**

**College Executive Committee • December 13, 2011**

San Diego Miramar College

**Present:** Patricia Hsieh, Randy Barnes, Sandi Trevisan, Joyce Allen, Terrie Hubbard, Gail Conrad, Brett Bell, Victor Bohm, Adela Jacobson, Darrel Harrison, Susan Schwarz

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

Approved.

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

Minutes of 12/6/11 approved.

### **C. Guests**

Buran Haidar, Judy Patacsil

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

- No enrollment report.
- No update re: SDSU alignment with SDCCD transfer curriculum model for district majors.
- No new budget information.
- EEO/Diversity presentation will be scheduled only upon board of trustee request.
- Colleges and CE are requested to identify and provide a list of critical staffing needs created by the hiring freeze. Only existing, defunded positions can be included. College lists are due Jan. 17, 2012. Miramar has already created a prioritized list of 30 replacements, increases of partial contracts and new positions. The next step will be to develop a transfer process within the district. The goal will be to support critical staffing needs without new expenditures.
- Vice Chancellor Dave Umstot will send out an email re: campus closures during the holidays break. Miramar public safety program training will continue through the break.
- As a budget measure, no new staff parking permits will be issued for 2012. Current permits will be honored through the district.

### **E. NEW BUSINESS**

#### **1. 2012-2013 Prioritized Classified Hiring List (Bell)**

Miramar's classified hiring list is a good example of the college's integrated planning process via program review in each division. Lists are prioritized within each division, then vice presidents work together to create a single prioritized list. 44 positions were identified overall; 30 are included and ranked on the Miramar list (12 replacements, 18 new positions). Bell will distribute the list to CEC and will provide President Hsieh an edited version of ranked replacement positions only per district request. J. Allen will share list with Classified Senate as an information item.

#### **2. Approval of Educational Master Plan, including Three Division Plans (Barnes)**

Barnes presented the Educational Master Plan draft to the PIE Committee last week. A work group will be formed to complete the final document, which is due to constituent groups on March 15, 2012.

## **F. OLD BUSINESS**

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

No report.

### **2. Resolution & Statement on Valuing Languages and Cultures of Diverse People (Harrison/Patacsil)**

ASC approved the statement, which will be posted across campus, last week. Patacsil explained the use of “Thank you” in the statement as a sign of respect to all in the college community. Each constituent groups has reviewed and approved the language prior to presentation to CEC for formal adoption *V. Bohm moved/T. Hubbard second, CEC passed unanimously.*

### **3. Accreditation Next Step (Barnes)**

Barnes distributed *Planning Agenda and Follow-Up Report Task Progress Report CEC (Dec. 9, 2011)* and advised he is waiting for information on Recommendation #4. Harrison will remind Daphne Figueroa to follow up with Vice Chancellor Lynn Neault. Changes to the document should be provided to R. Barnes as soon as possible.

## **G. REPORTS**

### **Academic Senate (Harrison)**

Senate Exec meets today (final meeting of the semester). College Governance Committee is waiting for SWOT analyses from all committees. P. Hsieh asked if a presentation would be feasible to include on spring flex opening day. Harrison suggested a short update would be appropriate and/or a flex workshop. It was agreed that a presentation will be included in the 2-12 spring convocation program.

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

Today’s agenda will include classified flex week, dues, holiday BBQ recap, and more.

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

Students are working on the college entry in the MLK parade and Spring Fest.

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

Discussion items included the state budget and associate degree update.

### **District Strategic Planning Committee**

No report.

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

No new budget news. District expects Tier II level cuts and has already planned accordingly. Discussions regarding the 2012-2013 budget are already underway, anticipating another challenging year.

## **H. ANNOUNCEMENTS**

- D. Harrison thanked Randy Barnes for his work with accreditation, a sentiment echoed by all.
- V. Bohm reported the last meeting of the semester will be Friday and thanked all for their support of ASC.
- P. Hsieh reminded all of the farewell reception for Randy Barnes at 2:30 p.m.

*1/6/12*

*Trevisan*