

## **MINUTES**

**College Executive Committee • November 29, 2011**

San Diego Miramar College

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

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

Approved.

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

Minutes of 11/15/11 approved.

### **C. Guests**

Buran Haidar, Linda Woods

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

- No enrollment update.
- No final decision regarding summer session. There will be no June classes. Anticipate final budget information in January.
- The only Miramar College items on the 12/8/11 board agenda relate to construction projects, awarding contracts for fire alarms, acoustical ceilings and HVAC in the LLRC. A presentation from PTK will include Miramar representation at the 12/8 meeting.
- District HR presented a draft staffing analysis report to Chancellor's Cabinet for its first review.
- A Threat and Risk Assessment class will be offered on Jan. 10-11 and Jan. 17-18. Attendance is encouraged for college team members. Interested persons should contact Hsieh.

### **E. NEW BUSINESS**

#### **1. Accreditation Next Steps (Barnes)**

Barnes and Woods reviewed tasks from the Accreditation Follow-Up report and are contacting designated groups and individuals to provide updates. Barnes will draft the response to the tasks identified for CEC follow-up and present to CEC at the next meeting.

#### **2. 2012 Commencement Speaker (Jacobson)**

Jacobson announced the 2012 Commencement Speaker is Angelo Damante, Chair, San Diego North Chamber of Commerce Board of Directors, and Founder/CEO, Mercedes Benz of Escondido. The Commencement Committee reviewed several possible speakers and unanimously recommended Damante to President Hsieh, who offered the role to Damante, which he has accepted.

#### **3. AM/FM Radios (Bell)**

Campuses were asked to identify locations in need of an emergency AM/FM radio – one per building. Bell's list for Miramar College includes two off campus locations (aviation at Recho Road and NTC), as well as additional radios for multi-story LLRC and

Cafeteria/Bookstore/Student Services Center facilities – 30 radios total. Building clusters (i.e., Hourglass complex, auto tech) will receive one radio per complex. Hsieh added the campus lists were approved and Vice Chancellor Bonnie Dowd was directed to identify funding and purchase radios. Figueroa shared a request from Dan Willkie, who serves on the District Facilities Standards Committee, to identify locations on campus in need of emergency generators. At this time, only S-500 has an emergency generator, in compliance with building code requirements to assure power for science labs. Bell will recommend a UPS (uninterrupted power source) for health services refrigeration in the new building. Figueroa will advise Willkie to seek additional input and Bell will coordinate with Willkie to provide a single Miramar list to the District.

#### **4. 2012 President's Achievement Award Reception (Hsieh)**

The President's Achievement Awards will be held Wednesday, March 21, 2012 from 2-4 p.m. to recognize tenure, promotions and retirees for whom the office has contact information. All managers and department chairs will be invited to attend. Classified and Academic Senate executive committees will meet to discuss recognition criteria.

#### **5. Resolution & Statement on Valuing Languages and Cultures of Diverse People (Figueroa)**

ASC, while supportive of the language and statement, have not formally reviewed and accepted the final resolution. Bohm will place item on next ASC agenda and bring back to CEC.

### **F. OLD BUSINESS**

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

Hsieh thanked Schwarz for her reminders to presenters. AV is currently working with presenters. Hsieh encouraged student attendance at the board meeting and visits with individual board members during the open session.

### **G. REPORTS**

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

Senate Exec meets today to prepare the 12/6/11 agenda (last meeting of the fall semester) -- address minor changes received from CGC, provide updates regarding the Board of Governors meeting, and begin scholarship review. The Dec. 1 BBQ location may be moved indoors, based on weather concerns. Hubbard will check A-106/107 availability.

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

Regular meeting has been moved to Dec. 13 to accommodate the BBQ. Senate is working on their flex week activities for classified staff.

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

Students are working on the college entry in the MLK parade and Spring Fest. A custom college mascot is currently in production and is expected mid-January.

#### **District Governance Council (Figueroa)**

No report.

#### **District Strategic Planning Committee**

No report.

**District Budget Committee**

No report.

**H. ANNOUNCEMENTS**

None.

*11/29/11*

*Trevisan*