

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, March 20, 2018 • 1:30 p.m. – 2:30 p.m. • N-206

Members: Hsieh, Bell, Hopkins, Ramsey (absent), McMahon, Murphy, Hubbard (absent), Allen (Sacro as proxy), Bermodes, & Johnson

Attendees: Beitey (absent), Barnard, Ascione, & Miramontez

- A. **Approval of the Agenda:** Bell moves to approves agenda, **Murphy** seconds. Motion passes.
- B. **Approval of Previous Minutes:** Bell moves to approves the minutes, **Murphy** seconds. Motion passes.
- C. **Guests/Introductions:** Nhan Nguyen, Teresh, Warren, and Sean Young.
- D. **Section One: College-Wide Matters (Non-AB-1725)**
 - i. **New Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<p>Professional Development Fund Request Form (attachment)</p> <p>Barnard presents the new look Travel and Professional Development Proposal Form that started to take its new design last semester before Barnard's arrival. Barnard comes to CEC asking for approval of the new changes. McMahon states that there is a bit of uncertainty as to if this document needs to go through the constituency groups. McMahon suggests it depends on the significance of the changes based on the college governance handbook and if not significant perhaps more of an FYI. Bell agrees and adds that even though two forms have been combined, the change is significant enough and with the documented history of issues with this form, that the constituency groups should see it at least as an FYI. He strongly urges that all groups on campus to see this new form, its roll out date and understand how it works. Barnard is worried that since the form is already out there in its current form, someone may submit the current form and then would be told that they did not fill out the correct form and need to pay back the funds. Bell says that as long as there is approved travel authorization in People Soft the travel is legitimate. Barnard says the plan is to take the old form off the website starting in the fall. Murphy asks how we are addressing the needs of those who have last minute requests? Barnard says the committee looks at those issues on a case by case basis. McMahon added that the newly formed Professional Development Committee (PDC) agreed to post its meeting schedule online so that applicants would be aware of how to best time the opportunities for their requests to be reviewed. Barnard and McMahon noted that Carrie De Moll had done an amazing job in converting the forms into a writable PDF document. McMahon also had to mention that it was McMahon who was instrumental in creating the PDC from the former Staff Development Committee, and McMahon who was instrumental in transforming the request for funds process to include goals that were in alignment with the college's strategic goals, and must include statements of outcomes and deliverables. All of these changes were made to meet accreditation standards as conveyed by Murphy during her role as Accreditation Faculty co-chair. Barnard will find someone from the committee to present this document at the various constituency group meetings.</p>	1	III	Barnard

*** San Diego Miramar College 2013 – 2020 Strategic Goals**

Goal 1: Provide educational programs and services that are responsive to change and support student learning and success.

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2	<p>Guided Pathways Work Plan: McMahon reports the second Steering Committee meeting was held yesterday. The committee is currently working on the work plan. There are a couple of items still needed to be sorted out. The current document is going to the Academic Exec meeting later today for further examination. Sacro said that Classified Senate will review the work plan tomorrow. ASG has not had a chance to look at this. Murphy states that since we need to have approval of the work plan that it will need to happen prior to Friday, March 23. She asks what the group wants to do? A suggestion is made that the ASG start an email chain later today to discuss the document so that all sides can reach a consensus in order to meet the deadline. McMahon asks that she be a part of the official GP submission process of the GP work plan because of the past troubles with submission of GP documents. Hsieh says VP Ramsey is in charge of the submission, but that discussions are ongoing on this point.</p>	1, 2, & 3	I, II, III, & IV	McMahon
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ii. Old Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<p>Preparation for Accreditation Midterm Report (Due to SDCCD Board November 2020)</p> <ul style="list-style-type: none"> a) Response to Team Recommendations for Improvement b) Data Trend Analysis c) Report on Outcomes on Quality Focused Project d) Action Planned in SER e) Dates and Progress for Milestones Agreed by CEC <ul style="list-style-type: none"> 1.) Tuesday, April 3, 2018 2.) Tuesday, April 2, 2019 3.) Tuesday, April 7, 2020 f) Monthly Progress Report & Distribution Along with a Newsletter <p>(attachments) Miramontez reports that his office will be sending out a newsletter later this week and it will highlight QFE, self-identified action plans and improvement recommendations. He thanks all that have provided him with info.</p>	1	I, II, III, & IV	Miramontez
2	<p>2018 ACCJC Annual Report (Internal Due Date 3/23/18)</p> <p>(attachment) Miramontez provides updates to the annual report based on last week's feedback. Changes have been made to question #21-116 for programs is the numbers of programs that exist and have been assessed. There is a short narrative accompanying the change for #21 that states how the College went from 118 to 116 in the instructional area. For item #22, the College went from 21 to 20 in the student services area. Miramontez says he will submit the annual report this week.</p>	1	I, II, III, IV	Miramontez
3	<p>Progress Report on Implementation of 2017-19 Integrated Plan: Teresh wants everyone to be aware of conversations statewide that focus on the changes to funding and the consolidation of student services categorical. No one knows what this will look like in the future, but surveys were sent out to managers of student services categorical programs about two weeks ago. She is just putting this on everyone's radar. Murphy asks when we might see the data for the integrated plan? Teresh responds by saying that she is searching for the data.</p>	1 & 2	I, II, & III	Ramsey, Teresh, & Hopkins

E. Section Two: Academic and Professional Matters (AB-1725)

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F. Updates from the Chancellor’s Cabinet: Hsieh reports on enrollment and shows the results of Concurrent/Dual Enrollment-Spring 2017 vs. spring 2018 four weeks after the credits colleges’ first census. The Chancellor has asked if the colleges will be expanding this in the future. Any future plans to expand need to go to the SDCCD board in June and the SDUHSD board in July. There are 3 proposals on the table for summer FTES allocation. The cabinet agreed that Option 1 is what the College will get, which includes accelerated growth for Miramar by adding additional 169 FTES to Miramar’s last summer target. There are 400 FTES available to the 3 colleges as a whole. **Hsieh** says that she will send an email out to the campus explaining calculation details on how the College reached 10,000 FTES during the 2016-2017 fiscal year. The email will explain state calculations vs. district calculations. Any questions should be sent to VC Bonnie Ann Dowd. **McMahon** asks, that with all the continued accelerated growth for Miramar, how is the administration going to advocate for more fulltime faculty positions? **Hsieh** states that faculty and the entire campus need to be reminded how the College normally gets new faculty positions. **Hsieh** says she has explained this to the entire body many times. **McMahon** clarifies that the Hsieh’s response was not a plan or remedy to our situation, and that the question was what can we do to rectify the great disparity that Miramar College faces with regard to full time faculty compared to the other college. If Hsieh’s answer is “the same as we’ve always done” then state that. **Hsieh** explains how the AFT Union used the 85% of the RAF to negotiate the current counselors hours down to 31 hours a week and the new positions were supplemented with the RAF funds. The Union has the ability to provide new faculty position. **McMahon** interjected that this was for “Back Fill”, not for new faculty positions. **Hsieh** states it does not matter if it’s for back fill, the point is that there is money that can be used for that purpose. **Murphy** wants to clarify that what we are asking has nothing to do with the Union’s ability to back fill a position, which was what it achieved with counseling, but rather how the district allocates new faculty positions to the three colleges. **Murphy** says that in the past, what we have seen is equal distribution of those new positions across the district colleges - however Miramar has been the growth college and yet Miramar has not received proportionately more faculty and classified position in alignment with the rapid growth and increase in FTES. **Hsieh’s** point is that there is money that can be used for that purpose. **Murphy** wants to clarify that we are not asking about the Union’s ability to back fill a position, but rather how the district allocates new faculty positions to the three colleges. **Murphy** says that the district has divided the new money among the colleges, but that Miramar has not received proportionately more to align with the rapid growth and increase in FTES. **Hsieh** thanks **Murphy** for the question and suggests that **Murphy** contact **VP Bell** to get the accurate data regarding the number of new faculty positions allocated to each district college in the last few years. **McMahon** says that that data already exists and was presented at a Board of Trustees meeting in the fall. The data is very compelling and show an enormous disparity that exists between Miramar and the other credit colleges. **Hsieh** says that every time there is increased statewide funding for faculty, Miramar has received more new faculty positions than the other colleges. **McMahon** and **Murphy** corrected **Hsieh** that the term used is “proportionately more” faculty, and Miramar has not received that. **Hsieh** asks VP Bell to provide that data. **Hsieh** says that info was shared with the college during Fall convocation. **McMahon** indicated that that statement (that the college received proportionately more) is inaccurate. **Hsieh** states that the baccalaureate degree is coming back again. The Chancellor will go to the state to provide testimonial on April 4. The bill will support the extension of the sunset date for the existing 15 degree programs. The Promise Program was discussed and the ad shown ([see attachments](#)) talks about the District is still committed to providing the first two years of college free to SDCCD students, even though no one knows how AB19 might affect the SDCDD Promise program. A briefing on a policy about visitors and volunteers on district property ([see attachment](#)) is going to be discussed at DGC tomorrow. EEO fund multiple method allocation model came up for discussion ([see attachment](#)). This item will go to the board and DGC tomorrow. The District enrollment management meeting is Friday.

G. Reports

(Please limit each following report to two minutes maximum. If you have any handouts, please email them to Briele Warren ahead of time to be included for distribution electronically).

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- Academic Senate: **McMahon** reports that a Senate Exec meeting will be held today. GP work plan will be an item that is discussed.
- Classified Senate: **Sacro** reports CS met last week and discussed the CEC change proposal and the CS is waiting for the manager's recommendations for CEC structure. CS did meet on the topic of the Diversity Center being created and they did approve of the idea.
- Associated Student Government: **Bermodes** says that spring fest was a success last week. The tacos were a big hit. They also attended college wide planning summit. Their next meeting is this Friday and they will start an email chain on GP last today. **Ascione** and **Bell** thanked the students for attending the summit and they said they were impressed in the student feedback.
- District Governance Council: **McMahon** says the next meeting is tomorrow.
- District Strategic Planning Committee: **Miramontez** is not sure when the next meeting is.
- Budget Planning and Development Council: **Bell** says the next meeting is April 18.
- College Governance Committee: **Murphy** reports that they met last week and they are working on trying to put together a workshop on college governance for late April. The next meeting is April 10.

H. Announcements: None

I. Adjourn: 2:21pm

As a courtesy, please let the College and Academic Senate Presidents know if you will be unable to attend the meeting.

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