

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, April 3, 2018 • 1:30 p.m. – 2:30 p.m. • N-206

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

Attendees: Beitey, Barnard, Ascione, & Miramontez

Meeting called to order at 1:30pm

- A. **Approval of the Agenda:** Bell approves agenda, Murphy seconds. Hubbard asks to get some clarification on IEPI workshop item. It is agreed upon that that clarification will come during Hubbard’s Classified Senate update. Motion carries.
- B. **Approval of Previous Minutes:** McMahon asks that minutes be tabled until next meeting so she can submit further edits. Motion passes.
- C. **Guests/Introductions:** Naomi Grisham, Cassie Morton, Tonia Teresh
- D. **Section One: College-Wide Matters (Non-AB-1725)**

i. New Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<p>Taskstream Renewal: Murphy reported that she added a meeting with Watermark, the company that acquired Taskstream, and at that meeting it was disclosed that Miramar’s contract expires in December and as of that meeting there was no plan for renewal. Murphy requested that this item be on the CEC agenda so that the whole college is aware and involved on the issue. Hsieh indicates that Dean Miramontez is the college’s official representative for Taskstream operation. Miramontez provides an update. He states that there was an on campus meeting with Watermark representatives, who are the current vendor for Taskstream, earlier this semester. There was a follow up phone call last week to discuss all the different products they have and what the needs of the campus are moving forward. Input was exchanged. Murphy believes there needs to be a broader campus wide discussion about the plan moving forward because it was communicated during her meeting with Watermark that the college could continue using the AMS software “as is” moving forward or decide to move to a different product. Murphy states that this is a pretty big decision if the College decides to upgrade, and it will need to go through the governance process and she hopes that the discussions can begin sooner rather than later to provide ample time to make decisions. McMahon states that this is pivotal time in which to start thinking out how the College plans to move forward and involve all the constituencies in this discussion. Hsieh says the College and District are still in negotiations about who will foot the bill for this renewal. Hsieh agrees that the College needs to start the discussion about the College’s Taskstream needs and suggests that Miramontez, Murphy and Grisham lead the effort. McMahon thanks Murphy for bringing this important and timely topic to the attention of CEC.</p>	1	III	Murphy

ii. Old Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
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*** 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.

Goal 2: Deliver educational programs and services in formats and at locations that meet student needs.

Goal 3: Enhance the college experience for students and the community by providing student-centered programs, services, and activities that celebrate diversity and sustainable practices.

Goal 4: Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.

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1	<p>Preparation for Accreditation Midterm Report (Due to SDCCD Board November 2020)</p> <p>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 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> <p>(attachments) Miramontez reports that updates have been provided from his area, administrative services, instructional and student services. These are monthly updates on progress made toward the mid-year accreditation report. Miramontez states that this week all the areas will be completing a compilation of the previous reports. That info will be sent to the district per the Boards request that they receive an annual update from each of the colleges. Hsieh reminds everyone that two newsletters have been distributed campus wide with the updated information. Hsieh suggests there be a progress report made during convocation.</p>	1	I, II, III, & IV	Miramontez
2	<p>Progress Report on Implementation of 2017-19 Integrated Plan: No report</p>	1 & 2	I, II, & III	Ramsey, Teresh, & Hopkins

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

i. New Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator

ii. Old Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<p>SLO Disaggregation Recommendations (attachment) Grisham reports that the recommendation was brought to CEC once before spring break, and at that point, the recommendation was made that the other groups be able to see it. Per that request, this recommendation was sent out to ASG, CS and to student services. Grisham is back to see if there is any additional feedback or changes. Hubbard says it will be presented at the next CS meeting on April 5. McMahon and Grisham agree to bring this item back to CEC next week. Beitey, as management rep, shares the management's feedback by stating "It is recommended that office of PRIELT in collaboration with relevant district/college departments determine how to collect and begin collecting reliable education plan data to be used for disaggregation of course success. It is unreasonable to think that collecting reliable ed plan data is the sole responsibility of the PRIE Office." McMahon reminds Beitey to submit the feedback to Grisham, as the initiator of this item.</p>	1	II	McMenamin & Grisham

F. Updates from the Chancellor's Cabinet: **Hsieh** reports on enrollment and states that Miramar College's target of 10,004 FTES remains the same. **Hsieh** was informed by the district that they did make a slight adjustment in terms of projection for Spring 2018. The district lowered the projected FTES by 100. What they did instead was add the agreed upon additional FTES for Summer 2018. So the total remains 10,004 FTES. In terms of the textbook issue, at the

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upcoming DGC meeting on March 5, VC Bulger will bring forward a proposal to form a sub-committee to focus on OER. This proposal will ask each college, through the senate president, to make a recommendation. Miramar College received communication last week that it has been awarded silver and bronze stars for its Strong Workforce programs. **Hsieh** asked **Morton** to contact State Chancellor's office to confirm the numbers being reported. In the past, it has been hard to confirm these numbers. **Morton** said that the data has been derived from Launchboard and they relate to elements that the College does not have access to. **Morton** says there is no way to independently verify this information. The College can't dispute it either. CE put forward a flow report on the online college to speaker Toni Atkins. CE President Carlos Cortez was part of the initial state level discussion and he put forth a proposal and his idea was not adopted by the state chancellor or the governor. He has since polished up that proposal and submitted it to Atkins. Miramar College will have 2 items on the agenda for the coming board meeting: deletion of 2 positions (outreach office program manager & student services technician). The preliminary budget will go to the board, but it is very preliminary. We are waiting on the Governor's revisions and how the new funding formula may look. Significant change may follow.

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).

- Academic Senate: **McMahon** reports that there is a full agenda for next AS meeting which will be held later today.
- Classified Senate: **Hubbard** reports that they meet on Thursday, April 5. She also asks for clarification on how many people can attend the IEPI conference. **Ramsey** says he will follow up to see how many can attend on behalf of the college. **Hsieh** recommends, that if the student's schedules permits and the College is allowed to, that a student attend before any other constituency rep attend.
- Associated Student Government: **Johnson** reports that the students will travel to Chicago later this week to attend a student leadership conference. Six students will attend. **Ramsey** commends this group of students for their enhanced level of participation this year.
- District Governance Council: **McMahon** reports that that meeting is April 4. A presentation on the Brown Act will take place.
- District Strategic Planning Committee: **Miramontez** states there is no set date for the next meeting.
- Budget Planning and Development Council: **Bell** reports that the next meeting is April 18.
- College Governance Committee: **Murphy** reports that they met the week prior to spring break and made a little more progress on hosting a college governance workshop on April 20. Communication will go out to the DL this week.

H. Announcements: **Ramsey** states that 111 faculty and administrators have RSVP'd to attend graduation

I. Adjourn: 2:02pm

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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