

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, November 10, 2020 • 1:15 p.m. – 2:45 p.m. • Zoom

Members: Lundburg, Bell, Gamboa, Gonzales, McMahon, Murphy, Padilla (Proxy: Garduno), Young, Webley, Igou, Azai & Rahmoun

Support: Malia Kunst

The meeting was called to order at 1:18 pm.

- A. Approval of the Agenda (1 min)**
Murphy made a motion to approve the 11-10-20 meeting agenda. Seconded by **Igou**. There was no further discussion. **Motion carried.**
- B. Approval of Previous Minutes (1 min)**
McMahon made a motion to approve the 10-13-20 and 10-27-20 meeting minutes. Seconded by **Gamboa**. There was no further discussion. **Motion carried.**
- C. Guests/Introductions (1 min)**
Tanya Hertz, Cheryl Barnard, Monica Demcho, Gail Warner, Rochelle Mojica, Judy Patacsil, Wheeler North, Bill Pacheco, Angela Boyd, Jesse Lopez, Andrew Lowe, Laura Gonzalez, Jae Calanog, Denise Maduli-Williams, Pablo Martin, Donnie Tran, Linda Woods, Suganya Sankaranarayanan, Carmen Carrasquillo Jay, Adrian Arancibia, Daniel Miramontez, Darrel Harrison.
- D. Public Comment (3 min)**
There was no public comment.
- E. President's Update (3 min)**
Lundburg reported the District is bracing for a mid-year budget cut but there is no further knowledge yet. He will share more as it becomes available. He also reported that the Chancellor's search has closed and applicants are currently being reviewed. He continued that the College's equity efforts are moving along. He and the Vice Presidents are looking into establishing an Office of Equity to serve as a clearing house. There will be more to come on this. He noted that the management organization structure has been updated to streamline communication. President's Cabinet now includes the VPs, deans, and PIO and Executive Cabinet is with the VPs. He will be working on a President's newsletter and more consistent communication to the campus community. Lastly, he reported that the Collegiality in Action facilitators will be coming back one last time. He believes this will provide some closure to the process. **McMahon** asked if the cuts will be for spring. **Lundburg** responded it would be around February. The district is planning on borrowing money to float us through spring due to the state budget shortfall. **McMahon** asked if the CIA facilitators would be visiting this semester. **Lundburg** responded yes, they will meet with the constituent leaders first and then with the campus, most likely at the Spring Kickoff.

F. Action Items

#	Item	Time Limit	Initiator
1	Extension of NetTutor through Spring 2021: Murphy stated that the Academic Senate supports the extension of NetTutor through spring and she has	5	Murphy

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Goal 3: Organizational Health -Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making

Goal 4: Relationship Cultivation - Build and sustain a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships

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	<p>brought this recommendation here because there will need to be money committed to the program in order to do so. McMahon added that the Academic Success Center did a presentation and believes this program provides great value to our students but unfortunately, there is no money to fund it. She also pointed out that this is a great example of following process. Gonzales asked if this is something that was pre-COVID or beneficial to the students during COVID and if so, perhaps CARES funds could cover the cost. Tran shared his presentation with more information on NetTutor. He shared that the college started using this program in March and 3-6 students use it every day with double the usage during the hours of 6:00 pm – 6:00 am. Math and Chemistry have been the most popular subjects but it is used for many classes. The ASC promoted this as an after hour’s resource and professors also have the option to disable it through canvas.</p> <p>Carrasquillo Jay asked why writing was separate from reading and literature. Tran responded that NetTutor separates it. He wasn’t sure why but it could be due to paper drop off or subject area. Murphy thanked Tran for the presentation and stated she learned that Julian had submitted a CARES Act funding request and suggested that we see where that goes and circle back. Lundburg agreed with this suggestion and felt it should be given high priority due to the widespread support.</p>		
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G. Discussion Items

#	Item	Time Limit	Initiator
1	<p>Coordination of Equity Efforts (standing item): Lundburg stated he covered this in his president’s report and asked Murphy and Young if they had more to add. Murphy added that the initial call outs have been made and we are waiting for them to get together so that the initial discussions can begin. Patacsil shared that the Diversity Committee discussed this and that she also received a glossary of terms from the District. This was sent out to the DL. She added that many people were interested in being a part of these groups and had more questions. Lundburg asked if there were objections to hearing some of these comments. Murphy had no objections and added that the glossary of terms will be a great resource for this work. Gonzalez stated that the Academic Senate has done a great job following the processes in place but some of the senators felt it would be helpful to have people on the definition workgroup that have more background in equity. She is aware that Carrasquillo Jay was appointed and felt this was a great choice but would like to know McMahon’s background with the subject to ensure we start off with a strong definition and would like to know the resources that are being used to develop a definition of equity. She knows many people are invested in this work and would like to be a part of this and was hoping to have a forward thinking and collegial conversation about how appointments are made and why, respecting Murphy’s authority as the Academic Senate President. Lundburg made a point of clarification. This group is not charged with creating an equity definition but to create a process to establish a definition of equity. If the group began moving in the direction of creating a definition then they would need to take it out, college wide, for discussion. The intention is to have a starting point. He added that on the table is also the possibility of bringing in equity coaches.</p>	10	Lundburg/Murphy /Young

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	<p>Murphy shared why she chose who she chose at the senate. If the senate wants to develop or change rules for appointments they can but stated this is not the appropriate venue to do so. Lundburg agreed, and asked that this item go back to the Academic Senate for discussion. McMahon added it is important to have diversity of appointees, and that she has lots of strength with governance and process. Demcho stated faculty are not questioning Murphy, they are questioning the process for appointments and feel strongly that this is an opportunity for us to review our processes and how we move forward. Murphy agreed and reminded everyone that there are laws and AS Constitution and Bylaws to follow regarding appointments and that was what was followed. But, she is happy to put this topic on the next senate agenda. Arancibia stated that we lack equity and diversity in our leadership. McMahon reminded the group that no one has been stopped in their attempts to volunteer for leadership positions and that Arancibia himself was elected as AS President. Pacheco said we shouldn't treat equity as a monolith and questioned why we only have 2 faculty on the Equity Definition Workgroup. Lundburg said that the workgroup was intended to just get the conversation started and not to gate-keep the definition; all voices can and should still go through their constituency. Lundburg reminded all that discussions on constituency appointments should remain in that constituency. Pacheco stated that they can't trust the constituencies to make appointments because they are a part of the systemic racism. Murphy asked that we allow the workgroup to begin their work and grant each other grace in moving forward. Carrasquillo Jay said we should move forward with the workgroup and discuss next steps, possibly increasing the size of the workgroup. Lundburg agreed and acknowledged that the title of the workgroup might have misled folks and gave the perception that they were solely responsible for the equity definition; suggested changing the title to reflect the "organizational" aspect of the workgroup.</p>		
2	<p>Online CTE Pathways Project: Lopez presented an update for CEC on the Online CTE Pathways grant project. He stated this project started in Fall 2019 and was scheduled to end in Spring 2020, with the goal to improve existing online certificates, credentials or programs and enhance the effectiveness of our Career Education Distance Education courses. The faculty identified Entrepreneurship and Paralegal s the two subject areas. Due to COVID-19 the grant was extended through Fall 2020. He reviewed the overarching goals and priorities for each subject area. He also shared a couple videos, one pertain to feedback from the team members and one regarding other resources. Everyone thanked the Online CTE team for their hard work and dedication.</p>	10	Lopez
3	<p>"On-Campus" Board of Trustee's Meeting – Thursday, February 11th: Lundburg asked if there was an update on this item. Gamboa stated he will be pulling the planning group together and could have an update at the next meeting.</p>	10	Lundburg
4	<p>Competency Based Education: Murphy stated that the college has submitted a letter of interest and it would be good to know where we are a college on this subject. She recommended that a Q&A be hosted to get more information out to the community. Gamboa he can work with the Curriculum committee and Academic Senate to host a Q&A on competency based education, focusing on what it is and what it isn't. The goal is to have an educated college on the topic. Miramontez commented that ACCJC is also working in the direction and anticipates changes at the state level and recommended we be prepared for that as</p>	5	Murphy/ Gamboa

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	well. Gamboa also added that he will reach out to someone at Continuing Education that is well versed in this topic so that they can help Miramar with it. Webley recommended that Mara Palma-Sanft be included in this matter as the Articulation Officer.		
5	Campus Software: Murphy stated she wanted to bring this item here for discussion because a lot of software has come up recently and believes there needs to be a way we can coordinate, vet and be transparent about software that the college and/or district is considering such as Cranium Café. Gonzales responded that he is happy to share more information on this particular software	10	Murphy
6	CGC College Governance Handbook Update: McMahon stated there was not much more to report however, the College Governance Committee is meeting after this meeting. The committee is continuing to work on their “to do” list, which is dwindling down. She stated the college is on track to approve the final draft of the governance handbook at the next CEC meeting.	10	McMahon
7	Website ImageX Project: Murphy stated there is some confusion surrounding the scope of the project. Her understanding is that the Strong Workforce money is for CTE programs, ownership of the front pages, some landing pages and then Guided Pathways became involved. She asked when the prototype will be released. Feedback at this level could help clear up the scope of the project. Gamboa responded it’s difficult to affect one student without affecting them all. He stated right now Bill T. Smith is copying everything over to the new template in order to roll out to faculty and staff. This is when feedback can be provided. Navigation has been the key component for the project. Murphy asked if there was a new timeline. Gamboa he does not have a new timeline right now because the contract expire and a new one is being negotiated. Once the new contract is in place, he will send out an update. Lundburg noted that we were at 2:45 and entertained a motion to extend the meeting by 5 minutes in order to finish the remaining agenda items. All agreed.	5	Murphy
8	Strategic Plan: Strategic Directions (attachment): Murphy stated the revised strategic directions have went through a first read at the Academic Senate and will go for a second read at the next meeting. Miramontez added that it should be able to have final approval at the next CEC meeting on December 8 th .	5	Miramontez
9	DIEC Recommendation to add names of Safe Zone trained campus employees to LGBTQ+ web page on Miramar website: Murphy stated this item has gone to the Academic Senate for a first read and will go for a second read at the next meeting. Young reported that the Classified Senate has passed this item. Rahmoun reported that the Associate Student Government has not discussed this item yet but he will ensure it is on an upcoming agenda.	1	González
10	Accreditation Mid-term Report Update: Miramontez reported that the Academic Senate, Associated Student Government, and Mangers have passed the final draft of the accreditation mid-term report. The Classified Senate has one more read. The College is on target to approve the final draft at the next CEC meeting on December 8 th .	1	Miramontez

H. Roundtable (1 minute each)

- **Academic Senate** – Skipped due to time
- **Classified Senate** – Skipped due to time

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- **Associated Student Government – Rahmoun** reported that ASG is continuing to work on scholarships. There was also a town hall yesterday that went very well and had a good turnout.
- **District Governance Council** – Skipped due to time
- **District Strategic Planning Committee** – Skipped due to time
- **Budget Planning and Development Council** – Skipped due to time
- **College Governance Committee** – Skipped due to time

I. Adjourn

The meeting adjourned at 2:48 pm.

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