SAN DIEGO MIRAMAR COLLEGE

ACADEMIC AFFAIRS COMMITTEE

Co-Chairs: Roanna Bennie and Marie McMahon
February 5, 2015

APPROVED 03/05/15

MINUTES

Members Present: R. Bennie, L. Ornelas, L. Ascione, D. Miramontez, P. Hopkins, G. Beitey, M. Sanft, J. Thompson (proxy for R. Cassar), D. DiMarzo, L. Pink, D. Willkie, J. Young, B. Fritsch, S. Gobble, K. Reinstein, T. Schilz, F. Bereaud, N. Gehler, M. McMahon, L. Woods, M. Kjartanson, S. Lickiss, M. Hart.

Members Absent: G. Ramsey, A. Jacobson, H. Irvin, W. Hamidy, J. Omens

Guests: R. Cabrera, D. Figueroa, B. Haidar, C. Jay, L. Murphy, N. Sinkaset

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The regular monthly meeting of the Academic Affairs Committee was held on Thursday, February 5, 2015, at 2:30 p.m. in Miramar College Room M-110. The meeting was called to order at 2:39 p.m. by co-chair M. McMahon, a quorum being present.

Agenda. Upon motion by M. McMahon and seconded by T. Schilz, to move Agenda Item 11.d to Item 3, and Item 7 to Item 4, it was unanimously carried to approve the revised agenda.

Minutes. Upon motion by T. Schilz, seconded by L. Ornelas, the minutes of December 4, 2014, were approved as presented.

Committee Report. C. Jay reported that the Miramar Honors Program just went through a major site review visit from one of our transfer partners, UCLA. We were commended for having a quality program, dedicated leadership, support from faculty and support from throughout the District, curriculum, and faculty mentoring and interaction with students. Recommendations included encouraging more people to do Honors contracts, more participation from the sciences, and permanent office space for the Honors Program. We continue to offer contracts, and have 250-300 students each semester who are doing contracts across the curriculum. We've added two new Honors courses, Anthropology and Personal Growth, which have been vetted through the District Honors Committee. We continue to award scholarships, and will have 10 at this year's Scholar Fest. We hold symposiums each fall to offer to students experience on presenting at a conference. She announced that there will be an Honors luncheon on May 6, 11:00 a.m. to 1:00 p.m., at the Prado in Balboa Park.

Program Review Template. L. Murphy presented and discussed the new Program Review Template, and requested approval of the template by the end of this semester for use in the next program review cycle. It was moved by T. Schilz, and seconded by L. Woods, to approve the Template in concept, and the motion was unanimously carried.

Action Plan for BSI. R. Bennie presented and discussed the 2014-15 Action Plan for BSI**.** It was moved by P. Hopkins, seconded by D. Miramontez, and unanimously carried to approve the 2014-15 Action Plan for BSI.

Program List. R. Bennie presented and discussed the Program List**.** It was moved by L. Woods, seconded by L. Ascione, and unanimously carried to approve the Program List as presented.

Campus Tutoring Services Structure**.** R. Bennie presented and discussed the proposed Campus Tutoring Services Structure. During extensive discussion, there were concerns expressed which included duties of the positions mentioned; funding of the proposed structure; possible interruptions in service to students; consequences of delaying for another year; whether the amount of reassigned time would be adequate; possible duplication of services; and the need for more detail regarding current separate jobs. It was agreed by consensus to form a task group with instructions to report at the next meeting. R. Bennie, S. Gobble, L. Ascione, M. McMahon, L. Woods, F. Bereaud, L. Ornelas, D. Willkie and D. Figueroa volunteered or were appointed to the task group.

Update on Strategic Enrollment Management**.** R. Bennie presented and discussed the update on the Strategic Enrollment Management document**,** which will need action at the next meeting, and she requested input from the committee before that meeting.

Announcements. D. Miramontez announced the Planning Summit on March 13th, 8:30 a.m. to 2:30 p.m., and requested RSVPs by February 25th. M. McMahon announced that February 25th is Adjunct Action Day, and she will email the information to the committee.

The meeting adjourned at 4:00 p.m.

Katinea A. Todd