

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, April 19, 2016 • 1:30 p.m. – 2:30 p.m. • N-206

Members: Hsieh, Bell, Hopkins, Ramsey, McMahon, Arancibia, Hubbard (absent), Allen (absent), & Light (absent)

Attendees: Ornelas, Jacobson (absent), Ascione (absent), & Miramontez

- A. **Approval of the Agenda:** Hsieh moves to approve, Bell seconds, motion carries
- B. **Approval of Previous Minutes:** Hsieh moves to approve, Bell seconds, motion carries
- C. **Guests/Introductions:** Kurt Hill, Xi Zhang, Bill T. Smith
- D. **Updates from the Chancellor's Cabinet:** Hsieh shares an accreditation planning update which states that the college will receive information from the district in regards to Standard IV at the end of April. Dr. Carmen Jay will present a Mellon Grant proposal later today at Academic Senate. The College Promise deadline for students from the San Diego Unified School District to apply for free schooling will be extended beyond its original deadline. There are 175 open spots to be chosen by SDUSD, but there are only 150 applicants at the present time and most are not need based students. The application deadline will be extended by two weeks. Vice Chancellor Bulger shared a study of how many students on college campuses are registered to vote and which of them actually vote. There was a question on how the data was obtained. She will look into this question. Dr. Bulger proposed a revised process for establishing an MOU for the district colleges. This document will be further modified and go to DGC. There is still concern from one of Miramar's sister colleges about how the name is determined for the AB-288 draft partnership agreement. It is referred to as the Accelerated College Program (ACP). District VP's and senate reps recently met to discuss the issue. The Chancellor wants a unified template for naming AB-288 programs. This document will be revised and be sent to DGC. Joint board meeting is today at 5pm at Mira Mesa High School. Miramar's partnership with Mira Mesa High School is on the agenda. Dr. Hsieh encourages all to attend to show Miramar's support. Dr. Hopkins wants the minutes to reflect what a wonderful job everyone at Miramar College did to make this partnership and other partnerships become a reality. Dr. Hsieh thanks everyone for listening to our partner schools about what they want out of these programs. Dr. Hsieh reminded the district about the college's Emergency Vehicle Operations Center (EVOC) agreement to use \$5 million dollars of bond measure funds available to locate, purchase and build a suitable fulltime location for EVOC. Qualcomm Stadium is currently used but only when available. If by December 1, 2016, the three parties (district, city and county) don't have a solution then the funds will be used by the district for other projects. Dr. Hsieh wants the district to put the city and county officials on notice. The Chancellor wants this item to be put on a board meeting agenda. There was an enrollment recalculation. The district can move 274 FTES from Summer 2015 to Summer 2016. Miramar's FTES target is now lower and sits at 8254. It was previously 8307. The adjustment was made for all colleges in the district. The district is now only 15 FTES below funded target. There is no impact on Miramar's additional FTES funding requested.
- E. **New Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	<p>Progress of Academic Success Component Planning: McMahon shared the time frame with the Academic Senate and proposed an alternate proposal. It was well received. McMahon hopes to get more input at today's meeting.</p> <p>Hsieh expresses that she is not asking for a job description as it is the job of the search committee. However it is important for the faculty to engage in discussion. Based on Marie's report, Hsieh will take it to the Chancellor's Cabinet for position approval next week (the week of 4/25/16).</p>	1 & 3	I	Hsieh & McMahon
2	<p>Piloting the Assessment Instrument with CGC & CEC: McMahon reports that, per CGC's request, she along with Dr. Hsieh, Sara Agonafer and Xi Zhang, as task force #2, got together to develop the framework for a pilot document that can be used as a college governance committee evaluation tool. McMahon showed the document.</p> <p>Arancibia expresses concerns on the part of the faculty as to the attendance portion of the document. This document will be discussed by the CGC again. For the time being, Dr. Hopkins and Brett Bell offered up the committees they chair to be a pilot for the remainder of the academic year.</p> <p>Miramontez says that this data will be needed for the</p>	1	I	Hsieh

*** San Diego Miramar College 2013 – 2019 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.

Please also see <http://www.sdmiramar.edu/institution/plan> for San Diego Miramar College 2013-2019 Strategic Plan

	college's upcoming quality focus essay. Arancibia will email CGC to seek approval to move forward to pilot the document.			
3	Website Content Accuracy Reporting Process: Kurt Hill reports that there is a new button on the bottom of the college website (in the green footer section) that reads "Report Issues with this Page". That link can be clicked on and issues can be reported. Hill shows how this can be done. Once you click on the link, one needs to put in the URL of the page in question, email address and detail the problem in the comment box. There is no place for an attachment. Once an issue is reported it will be sent to Bill Smith so he can make corrections. No timetable for how fast updates/corrections will be made was established or what issues will be prioritized. At this time, there is no way to automatically send back a closed ticket response or receipt that the issue was received. This is to be used for correcting errors on pages only. Regularly scheduled content requests to a given page need to go through the normal channels. This link only shows up internally and publicly.	1	I	Miramontez
4	Student Success Framework for Long-term Integrated Planning (attachments) Miramontez shows the PIEC recommendation for taking the wheel graphic shown by Miramontez and adding it to the annual planning calendar. The proposal is to marry the two. It will go to the Academic Senate for a first reading later today and go to the students later this week.	1, 2, & 3	I	Miramontez
5	2015-16 Research Agenda (attachment) Zhang shows research agenda and wants the document to reflect the most current trends on campus. The research sub-committee took the lead and did a comprehensive review. The major changes were to combine all the research requests together and structure them by the college's strategic goal. This is to prioritize and streamline strategic research needs. This process is valuable to increase dialogue and to move beyond a culture of evidence to a culture of inquiry and action. New columns have been added: implication and application of research items. CEC gives its consensus to approve this document.	1	I	Zhang & Miramontez

F. Old Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Posting College Mission Statement (attachment) Miramontez reports the new college mission statement is complete and CEC needs to decide if the College wants to post just the mission statement or the mission statement along with the vision of the college. Consensus was that the college will just post mission statement. Communications staff will take the lead in designing the poster for posting around campus.	1 & 3	I	Miramontez & Ramsey
2	Accreditation – Third Party Comments (attachment) Miramontez recommends that a 3 rd party comment form from ACCJC be placed on the accreditation website so we are compliant. All agree.	1	I, II, III, & IV	Miramontez
3	2016 Fall Convocation Program – Institutional Effectiveness Focus: Miramontez recommends that we showcase to the college student success framework for long	1 & 3	I	Miramontez

* San Diego Miramar College 2013 – 2019 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.

Please also see <http://www.sdmiramar.edu/institution/plan> for San Diego Miramar College 2013-2019 Strategic Plan

	term integrated planning (race and ethnicity). There is a group headed to NCORE diversity convention and they would like to come back and report to the college per VP Ramsey . The CEC supported to include an interactive diversity workshop at the Fall 2016 convocation.			
4	Performing Arts Center Capital Campaign: No report time	1 & 2	II & III	Ascione
5	Implementation of Cultural & Ethnic Diversity Plan (Report from 4/13/16 DIEC meeting) (attachment) No report time	3	I, III, & IV	Hsieh, Hubbard, & Patacsil

G. Place Holders

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Invest in Success 5/7/16: No report time	1 & 4	II	Hsieh
2	Commencement 5/13/16: No report time	1, 3, & 4	II	Jacobson

H. 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: No report time
- Classified Senate: No report time
- Associated Student Council: No report time
- District Governance Council: No report time

- District Strategic Planning Committee: No report time
- Budget Planning and Development Council: No report time
- College Governance Committee: No report time

I. Announcements: None

J. Adjourn: 2:42pm

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

*** San Diego Miramar College 2013 - 2019 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.

Please also see <http://www.sdmiramar.edu/institution/plan> **for San Diego Miramar College 2013-2019 Strategic Plan**