

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, November 29, 2016 • 1:30 p.m. – 2:30 p.m. • N-206

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

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

Meeting called to order at 1:33pm.

- A. **Approval of the Agenda:** Bell approves, Ramsey seconds. Motion passes.
- B. **Approval of Previous Minutes:** Bell approves, Ramsey seconds. Motion passes.
- C. **Guests/Introductions:** Darrell Harrison and Adrian Arancibia
- D. **Updates from the Chancellor's Cabinet:** Hsieh reports on enrollment. ([See attachments](#)). Intersession enrollment will be reported on next week to gauge its status. Miramar has been allocated more total FTES (260) for Intersession. The Chancellor is asking for mid-year funding reports as it relates to enrollment to see if there are any over expenditures. The board will look at the accreditation plans on Dec. 8. Miramar has already sent its Self-Evaluation Report to the district. At the Dec. 8 board meeting all the college presidents will give a brief overview of their self-study. There is a San Diego Promise press conference on Dec. 6 at Mesa College from 10am-11am in front of their commons area. An OER survey on textbook use needs to be sent out and the survey results reported by the end of the semester, per the Chancellor. Miramar College is right on target to release this survey. The learning management system recommendations are going to go the DGC on Dec. 9. Canvas will be recommended for use and not Blackboard. Hsieh inquired if Academic Affairs has addressed this issue. 96 of 113 California Community colleges currently use Canvas. The strategic plan taskforce brought their draft to cabinet and the cabinet responded by stating "it probably needs to be more visionary." Two board members want to see how the district can support inmates looking to get back into school once they have completed their sentences and are released. Miramar has been identified to support through potential internships with the Sheriff's Department. There are several items that will go to the board meeting on Dec. 8: 1) IEPI \$200,000 grant 2) 8 new positions for Strong Workforce Program. 3) Reduction in counseling hours per negotiations with AFT and therefore Miramar College will get an additional counseling position. The state budget workshop for 2017 is Jan. 19. The governor will release his next budget for 2017 around Jan. 10. The district has hired a consultant to evaluate the implementation of the ERP system. That report will come out next week. The information will be shared with the colleges after review with the Chancellor. The new student trustee president is Ricardo Marin. He replaces Jocelyn Romero. He will be sworn in at the Dec. 8 board meeting.

E. **New Business**

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	2016 Faculty Need List Recommendation (attachment) Hopkins reports that the list is in this order after approval from all constituents: 1) Chem 1, 2) Bio 1, 3) Business, 4) Exercise Sports Sciences 5) English 6) Nurse 7) History.	1	III	Hopkins
2	Strong Workforce Program Update: Ornelas reports on the 3 year plan in regards to the first round of Strong Workforce Program funding coming to the college. The amount will be \$770,000. This money needs to be used to grow or enhance Miramar's CTE programs. The year one focus will go to preparing the CTE infrastructure. A taskforce has been established to decide how the funding will be allocated. There is a taskforce meeting on Dec. 2 to look at funding proposals submitted by faculty. The college has approved the hiring of a fulltime program manager and an administrative technician and those positions will go to the Board of Trustees at its next meeting for approval. Ornelas put in a request to identify additional positions that need to be funded. New instructional lab techs for auto, aviation and fire tech are being requested. Aviation maintenance has been approved to extend a 60% lab tech position to a fulltime position. Fire tech and EMT are getting two 50% lab techs to support their programs. These position enhancements will also go to the board for approval in December. The new positions will come off the top and cost \$420,000 and be on-going positions. After board approval, the college will move forward to hire those approved	1 & 4	II	Ornelas

* 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

	<p>positions in the spring. In addition, there will be funding available from the region to augment and support programs on campus.</p> <p>Ornelas also presented the regional 2016 allocation draft proposal which showed \$3 million for CTE readiness & job placement services for the region. The suggestion is that each SDICAA college receives \$200,000 for short term, non-contract staffing and supplies. \$50,000 will go to each college for CTE marketing efforts. Ornelas stresses that Perkins money is always allocated based on head count. If there is a problem with Perkins money and Strong Workforce money being rolled into one, Bell asks that those issues be elevated to him and/or Hsieh so they can take care of any issues that may arise.</p>			
--	--	--	--	--

F. Old Business

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Accreditation – Update on 2016 Self-Study: Miramontez reports that 7 copies of the SER were sent to Lynn Neault's office for board approval on Dec. 8. The full report will go to the board but evidence and content are still being gathered. After today no more content will be accepted. There will be a district accreditation meeting this upcoming Thursday (Dec. 1). Accreditation tri-chair meeting is Dec. 8 in L-108 from 10am-11:30am.	1	I, II, III, & IV	Miramontez
2	Status of IEPI-PRT Innovation & Effectiveness Plan (attachments) Hopkins reports that this is complete and going to the board on Dec. 8. Academic Affairs will discuss the application of compensation for adjunct faculty.	1, 2, & 3	I	Hopkins, McMahon, & Kjartanson
3	Implementation of Cultural & Ethnic Diversity Plan (attachment) Hsieh briefs the committee on the background of this issue and states that, at the last meeting, Joyce Allen stated that a revised version is available. Hsieh says that up until today, the committee had not seen a revised version. The hope was that this revised version would be blessed by CEC by the end of the semester with the implementation for spring 2017. There is language currently in the self-study report as a place holder. Harrison reports that this is the original plan but that the committee would report back on the activities of the plan with respects to the goals. The reported revisions are the activities themselves. Adrian Arancibia talks about addressing the feedback received from the management team. The committee needs data on the culture and diversity makeup of the contract and adjunct faculty by discipline and department. Ramsey would like to see the committee prepare an ad hoc research request and present it to Miramontez 's office to determine current diversity of the faculty by department. Arancibia discussed the need to have more money to use for marketing open positions in a variety of publications. Hsieh indicated where resources have been allocated to district HR for this purpose. All the search committee chairs need to contact district HR for advertising in specialty publications. Hsieh suggests that the plan be emailed to all the CEC members and be placed back on the agenda for the Dec. 6 meeting for approval. CEC agreed that there is no need to take this item back to the constituents.	3	I, III, & IV	Hsieh, Hubbard, & Arancibia
4	BRDS Prioritized & Allocated RFFs (attachment) Bell reports that the prioritized and allocated RF's have gone out to the academic senate, classified senate and Associated Student Government and been approved. CEC gives its consensus to allocate the funds.	1	III	Bell
5	Performing Arts Center Capital Campaign: Hsieh reports that she and Dean Ascione attended a fundraising training at the district on Nov. 21 from 8am-4pm.	1 & 2	II & III	Ascione

* 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

G. Place Holders

#	Item	*Strategic Goals	Accreditation Standard	Initiator
1	Status of Updating Program Information on College Website: Hopkins reports that the counselors will now work with department chairs to get the course sequence list uploaded to the college website.	1 & 2	I, II, & III	Hopkins, Ramsey, & Bell
2	Status Report on Progress of Faculty Online Teaching Certification: No report	1 & 2	II	Hsieh & Hopkins
3	2/9/17 On-Campus Board Meeting Program: McMahon will send out a revised program in the coming days. Access, Equity, Completion, Success, & Career Partnerships in Practice through Applied Learning & Student Engagement	1	IV	Hsieh
4	Open Educational Resources (OER): McMahon reports that she, Hopkins , and researcher Xi Zhang are fine tuning the survey that McMahon hopes to have out by Nov. 30.	1 & 3	II	McMahon
5	SSSP-SEP-BSI-CTE Integration for 17/18 Plan (attachment) Hsieh states that there is a meeting scheduled for Dec. 12.	1 & 3	II	Hsieh

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: **McMahon** reports that there is a senate exec meeting later today at 3:30pm. The last senate meeting of the semester is Dec. 6.
- Classified Senate: No report
- Associated Student Governance: **Marin** reports that they are preparing for finals weekend and the MLK parade in January. The next meeting is Friday, Dec. 2 and the students will be voting on the IEPI.
- District Governance Council: **McMahon** reports that the next meeting is Dec. 7. There are a couple of key items that will be discussed.
- District Strategic Planning Committee: **Miramontez** reports that there is nothing on the horizon.
- Budget Planning and Development Council: **McMahon** reports that the next meeting is Dec. 7.
- College Governance Committee: **McMahon** reports that the next meeting is Dec. 14.

I. Announcements: Please pick up your holiday gift at the President's office.

J. Adjourn: 2:32pm

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