

## **MINUTES**

### **College Executive Committee • March 29, 2011**

San Diego Miramar College

**Present:** Daphne Figueroa, Patricia Hsieh, Randy Barnes, Sandi Trevisan, Lou Ascione, Joyce Allen, Adela Jacobson, Brett Bell, Franchesca Gade, Darrel Harrison

#### **A. Approval of Agenda**

Approved.

#### **B. Approval of Previous Minutes**

Minutes of 3/22/11 pending.

#### **C. Guests**

Linda Woods

#### **D. Chancellor's Cabinet (Hsieh)**

- District Student Services Council will discuss enrollment strategies and priority registration for fall 2011 and spring 2012.
- (Bell) As of today, a \$10 million budget cut for SDCCD is anticipated for 2011-2012. The primary way to address the shortfall will be to eliminate the equivalent of summer FTEF funding. Courses to be offered during the summer should primarily be those that are part of a series or only offered in the summer. Each college will have the flexibility to offer summer classes with the knowledge that FTEF allocated in the summer will be taken from fall/spring allocation. In the best-case scenario, for Miramar College, that means a reduction of 50 FTEF or \$995,000 reduction. If there are no tax extensions, but Proposition 98 is fully funded, SDCCD may experience a \$17 million reduction. With no tax extensions/no new taxes and no Proposition 98 funding or with a Proposition 98 suspension, SDCCD could face a \$27 million shortfall. The District commitment to maintain the required 50% balance of instructional budget is no longer a consideration. If the District falls out of compliance, it will be accompanied by other community colleges also struggling with budget cuts.

2011-2012 fall/spring allocation will be 343 FTEF. College has commitments to fund 0.4 Site Compliance Officer, sabbatical approvals and other release time. Last year's allocation was 355.7. Colleges/CE are funded at the FTES earned the prior year. FTES generated in summer and fall/spring benefit future funding. Productivity is key. Summer FTES will be applied to 2011-2012 figures. Barnes stated with supplemental funding, Miramar received 397 FTEF. Anticipated reduction cuts allocation by 12% or 2009-2010 levels. Barnes will research scenarios prior to Thursday's Academic Affairs special meeting to present for consideration.

- The next board meeting will be held at Continuing Education. Miramar items include: service agreement with San Diego Workforce partnership; extension and acceptance of Biotech and ATTE "hub" center funding; department reorganization – Natural Science Department to split into Biological Science and Physical Science departments.

#### **E. NEW BUSINESS**

##### **1. Review of March 28<sup>th</sup> Draft of Accreditation Follow-Up Report (Figueroa)**

Workgroup templates have been submitted to R. Barnes. A meeting is scheduled tomorrow to review and discuss with editor Duane Short and set timeline for remainder of report development. Short will identify gaps and evidence needs. Hsieh thanked workgroups and leadership provided by Linda Woods and Randy Barnes.

## **2. Update on IE Meeting (Barnes)**

Revision to annual strategic plan proposal was distributed Friday. It includes the annual planning process, a new adjusted planning cycle, program reviews and objectives to address strategic plan goals. The integrated approach ties the strategic plan with program reviews and major decision making and planning efforts. Feedback is encouraged from all committees. Strategic plan will be the driver of planning and assessment of goals. IE is not charged with mission statement review. CEC will look at review in the fall.

## **3. H & M Building Office Cleaning (Bell)**

Facilities is spending an inordinate amount of time emptying trash in individual offices in the new H and M buildings. They propose trash be emptied on Fridays in offices. Cans can be set outside office doors if emptying is required on other days. Proposal is supported by respective school deans.

## **4. Board Agenda Natural Science Department Reorganization**

See Chancellor's Cabinet report.

## **F. OLD BUSINESS**

### **1. District EEO Meeting Update (Allen)**

The Equal Employment Opportunity Plan 2010-2013 that was recently developed by the District has ten components, five of which are being addressed within the Miramar Diversity Committee. Campuses are charged with responding on how they can contribute. Diversity Committee will take a greater lead and involvement -- Allen, April Koch, Judy Patacsil will research and report. <http://hr.sdccd.edu/docs/eoo/EEO%20Plan.pdf>

### **2. CEC Agenda Format Review (Figueroa)**

By consensus, members agreed to remove accreditation standards for each agenda item at this time, but retain the strategic goals. CEC will revisit in the future.

### **3. Proposed Changes to IE Committee (Figueroa)**

Gade reported ASC approved the proposed name and membership changes; Allen reported the Classified Senate approved changes, but would like to wordsmith references to Classified Senate; Academic Senate approved changes. Motion made/seconded/approved.

## **G. REPORTS**

### **Academic Senate (Figueroa)**

No report.

### **Classified Senate**

No report.

**Associated Student Council (Gade)**

Gade encouraged support of student-led letter writing advocacy campaign. ASC involved in Hands Across California effort – need Miramar support and participation. Spring Fest will be April 13.

**District Governance Council (Figueroa)**

No report.

**H. ANNOUNCEMENTS**

None.

*4/5/11*

*Trevisan*