

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, May 11, 2021 • 1:00 p.m. – 2:30 p.m. • Zoom

Members: Lundburg, Bell, Cuaron, Gonzales, McMahon, Murphy, Padilla (proxy: Anna Liza Manzo), Young, Webley (1:16 pm), Igou, Azai & Rahmoun

Support: Malia Kunst

The meeting came to order at 1:02 pm.

A. Approval of the Agenda (1 min)

Gonzales made a motion to approve the 5-11-21 meeting agenda. **Young** seconded. There was no discussion. There were 9 yay votes, 0 nay votes, and 0 abstentions. **The motion carried.**

B. Approval of Previous Minutes (1 min)

Bell made a motion to approve the 4-27-21 meeting minutes with Lopez's revision. Seconded by **Young**. There was no discussion. There were 7 yay votes, 0 nay votes, and 1 abstention. **The motion carried.**

C. Guests/Introductions (1 min)

Nessa Julian, Cheryl Barnard, Leslie Marovich, Daniel Miramontez, Jesse Lopez, Edward Borek, Judy Patascil, Kurt Hill, Monica Demcho, Linda Woods, Lou Ascione, Lena Heckbert, Pablo Martin, Bill Pacheco.

D. Public Comment (3 min)

There was no public comment.

E. President's Update (3 min)

Lundburg reported that we are still awaiting the Campus Allocation Model or CAM. We need this to finalize the 2021-2022 budget. EVC Dowd shared, at Chancellor's Cabinet, that we could expect it in the coming days. He continued to report that Miramar has been brought up at Chancellor's Cabinet in of staffing and funding preference. These conversations will continue. There is a strong desire to get Miramar up to speed. He recognized that it won't be enough but it will be a start. **Murphy** asked if there has been discussion surrounding what will the plan be if we don't receive any new monies for positions. **Lundburg** responded that we do have the flexibility to fill vacated positions or move funds from vacated positions to positions of greater need. As for the question at hand, it has not been address and he will take it forward. He added that Chancellor's Cabinet does have a will to give us positions over the other colleges. Next, he thanked the Academic Senate and the Hiring Committee for convening, reviewing the vacant faculty positions, and being open to prioritizing the positions based on the needs of the programs and not based on when they were vacated. He greatly appreciated this effort as he would like to be able to follow the faculty priority list. He is discussion with the Classified Senate how classified professionals can provide their input. **McMahon** noted that she sees a few separate issues. First, we need to get our criteria ready for when new positions become available and second, how we can advocate for more positions. **Lundburg** agreed, they are separate and encourages faculty to advocate for more faculty as they see fit. He pointed out that restricted positions are different than and separate from unrestricted positions and stated we need to be thinking about how to institutionalize these positions. Lastly, he reported that he has had one phone call with the incoming Chancellor and a one-on-one later this month. He hopes to continue conversations with him moving forward.

F. Action Items

San Diego Miramar College 2020 – 2027 Strategic Goals

Goal 1: Pathways – Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success

Goal 2: Engagement-Enhance the college experience by providing student-centered programs, curriculum, services, and activities that close achievement gaps, engage students, and remove barriers to their success

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, equity efforts, and community partnerships

Goal 5: Diversity, Equity, and Inclusion (DEI)-Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community

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#	Item	Initiator
1	<p>Miramar Dedication for Constance Carroll (attachment): The list of ideas was shared. Lundburg stated that only one physical space can be named after someone and most likely, the Board of Trustees will be taking action. This means, we will need to go a different route. He noted that ASG had a great idea for an art competition with a scholarship attached to it. He gave credit to Murphy for suggesting a combination of ideas. He talked with the constituency leaders and they were all on board with tie this to the Equity Office. He turned it over to Julian to elaborate. Julian stated she had an opportunity to meet with Miramonte and the Equity Office to brainstorm how we could combine all these ideas together. The Equity Office is launching an Equity Summit in the fall, the structure is still being worked on but the plan is to have a keynote speaker on equity and name this for Chancellor Carroll and tie in the art competition by having students submit artwork which would be on display. Lundburg stated he would like to have CECs endorsement for this idea. The chancellor is set to retire in 6 weeks and we would like to make the announcement before then. Murphy shared we would make this announcement at an upcoming board meeting but would like to have more flesh on it. Lundburg asked if Murphy could invite him in during her report at the board meeting to make the announcement. Murphy responded yes and to talk offline about the logistics. Lundburg asked if there was a motion. Miramonte quickly noted that the planning summit workgroup will morph into the equity summit workgroup. McMahon made a motion to support the idea to name the Equity Summit and student art competition after Chancellor Constance Carroll. Seconded by Young. There was no further discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u> McMahon made a motion for Murphy to present the idea at Thursday's Board of Trustees meeting during the Academic Senate report. Seconded by Igou. There was no discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u></p>	Lundburg/ Miramonte/ Julian
2	<p>Resolution from CCCCO – “Affirming SDCCD/Miramar College Commitment to Diversity, Equity and Inclusion” (attachment): Patacsil shared that at the last Academic Senate meeting, the equity office presented on the specific language for the DEI Resolution and passed it. The draft resolution was reviewed. Julian shared that Classified, Management and ASG have also reaffirmed the resolution. Lundburg thanked Patacsil and Julian for their work and asked the group if there were any questions and, hearing none, asked if there was a motion. Murphy made a motion to endorse the DEI Resolution as a college. Seconded by Young. Murphy asked if this was also being approached as a district. Lundburg responded that there are some conversations at the Chancellor's Cabinet level but not sure where it's at now. He felt it would still be good to do as a college, notating our specifics. There was no further discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u></p>	Julian/Padilla/ Patacsil

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3	<p>Mapper Tool Request: Gonzales shared the program mapper FAQ sheet and noted that the college agreed to further explore the use of the program mapper tool as there were many questions pertaining to the purchase cost, implementation cost, required maintenance, etc. Lisa Brewster took the lead to get answers and compile them into this document. He noted that the purchase cost is \$50,000 and there is a recommendation for a second year of consulting for an additional \$6,000. This is about a \$60,000 onetime cost and there is money in Guided Pathways earmarked for this expense. The implementation cost, based on feedback, includes having .40 reassigned time to assist with inputting and coordinating the implementation. He noted that there is a built-in position dedicated to this but help from other offices will still be needed. He reviewed the steps for implementation which included a report from Concentra, that is shared with the college, and having a dedicated team to rectify any differences and clean up the data. The next question was how long it took to implement. Answers for this varied but the Concentra timeline was 8 months. The GP team anticipates a “go-live” date of fall 2022. The VPI office, academic deans, counseling, instructional faculty, career center and curriculum committee will need to be involved the implementation and maintenance. There is some long-term maintenance involved, which would be added costs to consider. He added there is some money in Guided Pathways but other avenues will need to be considered as well as it is difficult to estimate residual costs. Lundburg asked if there is a need to maintain information as content on the website and if IT support is involved. Gonzales responded yes, IT does need to be involved and we have some support at this district. Murphy noted that if this is placed on a position for long-term maintenance, we will need to decide on compensation. She’s heard some things from the district and asked if we could implement this ourselves. Gonzales responded that they are walking through the approval process with VC Topham and it is a local decision. The other colleges are not ready so the district won’t take on the cost but we do have their support to move forward, if we choose. Miramontez asked if this tool is housed on the website. Gonzales responded it’s not necessarily on the website. The tool is built for us and then it interacts with our website. Webley expressed concern with isolated ventures as students tend to take classes at multiple colleges. He felt this didn’t show a holistic perspective. He also asked if what the similarities and differences are between this tool and Career Coach. Gonzales responded that the other colleges don’t have their course maps ready and, if we were to do this as a district, we would have to wait until they are ready. The other colleges are okay with us moving forward, which would allow our students access to the sequences they need to select their courses. He continued that this program mapper tool is bigger and has more features available compared to Career Coach. He noted there are similarities but ultimately, they are different products. Hill asked for clarification regarding the interaction with this tool and our website. He has not had any involvement so his understanding is that we are housing a link on the website. Gonzales responded that the program mapper is a cloud-based tool that students will access through our website. Lundburg asked that Hill be involved in the conversations moving forward. Gonzales will send Hill the tech specs and next meeting information. Murphy made a motion to approve moving forward with the program mapper tool. Seconded by Young. There was no further discussion. There were 9 yay votes, 0 nay votes, and 1 abstention. <u>The motion carried.</u></p>	Gonzales
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G. Discussion Items

#	Item	Initiator
1	Coordination of Equity Efforts (standing item): Lundburg asked Murphy and Young if there were any updates to share under this item or if it could be skipped in the interest of time. Murphy and Young had nothing new to share and agreed to skip it.	Lundburg/ Murphy/ Young

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2	<p>Equity Definition (attachment): Julian reported that the Equity Definition Workgroup has engaged the campus community in various ways in order to develop a draft definition on equity. The draft was shared and read aloud. Patacsil added that the faculty forum was yesterday. It was very engaging and productive. While the faculty were supportive of the draft, there was feedback (which was shared in the chat). Lundburg thanked Julian and Patacsil for the very important work they are doing to move the college forward. Young asked if the Classified had feedback and if it was incorporated. Manzo responded that the Classified forum was last week and this draft incorporates the feedback that was received. Murphy asked when she will be able to share the draft definition with the Academic Senate. This led to discussion and clarification around the vetting/approval process. Julian shared that the workgroup is meeting tomorrow to incorporate the faculty's feedback and anticipates having a final draft to share shortly after.</p>	Julian/Padilla/ Patacsil
3	<p>Miramar Annual Planning Calendar – Cycle 2021-2022 (attachment): Miramonte shared the annual planning calendar and noted that it is at the constituency level for approval. He noted items in red are dates changes and that there have been no line item changes. He also pointed out that the research agenda has been removed from the cycle. This is largely due to the use of PREDD. Murphy expressed concern, based on current process, that the faculty hiring priority list won't be ready by the 11/29 target date. Miramonte acknowledged her concern and noted that there might be other dates that won't work as well due to the change in governance structure. He recommended that it be approved with pending changes. This item will be listed under action at the next meeting.</p>	Miramonte
4	<p>SDMC Strategic Plan Fall 2020-Spring 2027 Key Performance Indicators (attachment): Miramonte reviewed the key performance indicators. He noted that these were supposed to be approved in the fall semester but there was significant feedback received. That feedback has been incorporated and KPIs have been created for goal 5. There were no questions or feedback on the KPIs. This item will be listed under action at the next meeting.</p>	Miramonte
5	<p>Return to Campus: Bell reminded everyone that any new areas wanting to comeback on campus will need to have an approved plan in place. Faculty and Chairs will need to work with their dean/manager and area vice president to complete the plan and walk through. He also noted that the three available vaccines are still under emergency use. He anticipates that once they are FDA approved, the district will most likely decide to mandate the vaccine for students and employees returning to campus. No official decision has been made. He will keep everyone updated. The District and Executive Cabinet are working on a detailed plan to offer vaccines on campus. Bell also gave a quick update on masking mandates: 1) if you are working in an office by yourself, no mask will be required and 2) if you are working in an office with co-workers but there are no students, no mask will be required. This will continue to evolve and change as we move forward and he will keep everyone updates. As a reminder, he mentioned, we are currently under a federal public health emergency declaration and this dictates what we can do.</p>	Bell
6	<p>2021-2022 Budget: Bell reported that there is still no CAM (campus allocation model). He is expecting it by the end of the week and asked everyone to stand by. He added that there were two scenarios for FTES/FTEF. We have landed on scenarios two, which includes minor reductions to FTES/FTEF and the discretionary budget (which will be offset with lottery money). He also reported that the District is exiting the hold harmless. This will affect apportionment in 2023-2024. He is coordinating with the State Chancellor's Office and District to work our way back to values to avoid reductions for 2024-2025. He will continue to provide updates.</p>	Bell
7	<p>Website Review: Murphy would like to see a broader assessment of the new website and a more holistic approach to gather feedback and improve the website. She suggested that a workgroup or taskforce be assembled under college council. Lundburg agreed that there should be a way to gather and review stakeholder input and acknowledged the need for webmaster support.</p>	Murphy/ Miramonte

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	<p>Miramontez added that the website office knows there will be feedback and welcomes it. They want to be able to collaborate and address the feedback and may do information sessions on how to navigate (i.e. demo) before a deeper dive into the feedback. The website office believes this will allow stakeholders to be well informed on the structure and navigation but is also open to developing a workgroup, if that is needed. Lundburg thanked Miramontez and noted these information sessions could be helpful. Hill noted that anytime a new website launches there is angst as it is new. He stated that there are things they have noticed and are working on. This is a normal part of the process when launching a new site.</p>	
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H. Roundtable (1 minute each)

- **Academic Senate – Skipped due to time.**
- **Classified Senate – Skipped due to time.**
- **Associated Student Government – Skipped due to time.**
- **NEW: Enrollment Update – Skipped due to time.**
- **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 2:41 pm.

Link to recording:

https://cccconfer.zoom.us/rec/share/GRuEIkVSSwJ2Z4ogaUsSg19PqeRx6DgqHG3lAZSkIOkijtuxCAqWUdkUxLrV-1W7.bd5kjsd-OtOI_8-r

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