

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, September 8, 2020 • 1:15 p.m. – 2:45 p.m. • Zoom

Members: Lundburg, Bell, Gamboa, Gonzales, McMahon, Murphy, Padilla, Young, Webley, Igou, Azai & Rahmoun

Support: Malia Kunst

The meeting was called to order at 1:18 pm

A. Approval of the Agenda (1 min)

Igou made a motion to approve the agenda. Seconded by **Gamboa**. There was no further discussion. All responded in favor. Motion carried.

B. Approval of Previous Minutes (1 min)

Murphy made a motion to approve the August 25th meeting minutes. Seconded by **Bell**. There was no further discussion. All responded in favor. Motion carried.

C. Guests/Introductions (1 min)

Cheryl Barnard, Channing Booth, Linda Woods, Donnie Tran, Gail Warner, and Daniel Miramontez.

D. Public Comment (3 min)

McMahon brought up the topic of adding the Academic Senate (AS) President to the Dean's Council meetings, since the Chair of Chairs is not a member of the Dean's Council but is invited to attend, why wouldn't our college want the AS President as a member too. **McMahon** brought it up under public comment on the CEC agenda because there wasn't any other item on the agenda to address this topic. Recently the issue had come up in discussions of college governance with colleagues at our sister colleges within the District, where they have both of those faculty positions as members of their equivalent committees. Inclusion of the AS President at the other colleges underscored their value of academic senate faculty input and embodied the true meaning of collaboration. **Webley** asked how we begin to build trust. **McMahon** stated that you have to trust others in order to be trusted, it needs to start somewhere and that can involve being vulnerable. **Lundburg** added that it also comes with time and patience as well as allowing people the space to heal and move forward. It was recommended to put this topic on the next agenda for further discussion.

E. President's Update (3 min)

Lundburg reported there is a 13 mil budget shortfall, which shouldn't be news to anyone here. Miramar has adopted a balanced budget for the year. He gave kudos to VPA Bell for his work. He continued that the 13 mil still needs to be addressed across the district. He will be working with the Vice President's to strategize and will bring those strategies to other bodies. He is also open to ideas and input from anyone who may have them. Historically, Miramar has always stayed within budget and will continue to do so again and do our part. **Bell** added at the last District Budget Council meeting this was the primary topic of discussion as well as reviewing the process. He stated this is not a fiscal deficit until the end of the year and it's important to begin conversations now. **Lundburg** continued to report that he is working with the senates, VPs and DIEC on the equity efforts. He stated it is going really well and we are starting to explore DIEC acting as the clearing house. He continued that the Campus Access Taskforce is meeting on Friday. The notice went out to the campus community, in accordance with the brown act. He emphasized that no decision for spring has been made yet and does not need to be made until October. However, unless things seriously turnaround, we will be continuing remotely for the spring with limited hybrid course offerings. Lastly, **Lundburg** briefly

San Diego Miramar College 2020 - 2027 Strategic Goals

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Goal 2: Engagement-Enhance the college experience by providing student-centered programs, 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, diversity, inclusion, and community partnerships

ACCJC Accreditation Standards (Adopted June 2014)

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mentioned that the strategic plans and accreditation mid-term report is coming due soon. This is on the agenda and will be discussed later on in this meeting. **McMahon** asked where the money that is being saved, from the things we are doing, is going. For example, the savings from not heating the buildings, etc. **Lundburg** responded that money is what is keeping the deficit from being 20 mil. **McMahon** followed up by asking about using operating budgets for lab kits and where that conversation starts. **Lundburg** responded that those discussions should begin at the department level and the dean should bring to VP Bell. He also encouraged everyone to look at the CARES funding as much as possible. **Murphy** stated there should be a clearing house for these discussions.

F. Action Items

#	Item	Initiator
1	Adoption of Equity Theme for 2020-2021; “Building a Shared Space: Moving Together Toward Equity”: Lundburg asked the committee if the group was ready to take a vote on his the equity theme. Murphy stated this is being shared with the different departments, which have overall been very supportive. There have been questions about how this will be implemented. It will be ready to be voted on at the next Academic Senate meeting. Lundburg stated he doesn’t wanted to approve it without all constituencies consensus. He asked the constituencies to come back to the next meeting with all approvals.	Lundburg/Murphy/Young
2	Approval of Strategic Plan Strategies and Planning Framework: Miramontez stated he has received support from the Mangers, Faculty and Students but not from Classified. Young stated that feedback has been collected. The next meeting is Thursday, September 17 th and will be accepted if the feedback is adopted. Padilla shared that some of the feedback has been to include how we are moving forward with equity and anti-racism. Murphy added that there has been some concern that these were developed before everything happened. Miramontez responded that these are high level and we can make modifications. The nuts and bolts are in the Educational Master Plan. Padilla stated these need to be at the forefront because it’s how we will be working with students for the next seven years. Webley agreed that it’s very important to be specific. Miramontez stated that he will bring this item back in two weeks and in the meantime work with each constituency on feedback and reminded everyone that these goals need to be measurable.	Miramontez

G. Discussion Items

#	Item	Initiator
1	Coordination of Equity Efforts: Young stated he had come across the District EEO Plan for 2020-2023 and wanted to bring to CEC for discussion. Part of the document ties responsibilities to our Diversity and International Education Committee, specifically components 11 and 12. He felt that these components should be folded into the committees charge as it is a District plan. Lundburg asked how we get this plan to both the DIEC and College Governance Committee. Murphy noted that this was a good time to shine some light on this plan and emphasized the need for a clearing house as more items pertaining to diversity and equity keep coming up. She also hoped this committee was involved in the development of this plan. Lundburg stated that DIEC needs to review and adopt this plan as a shared governance committee.	Lundburg/Murphy/Young

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2	<p>COVID-19 Block Grant: Murphy stated this grant was raised at the District Budget Council meeting. It is another funding source for colleges but it does have certain restrictions similar to the CARES money. Bell added that the state is managing two separate funds. There is 1.9 mil from the federal government available for the District and 2.4 mil from the state government available for the District via proposition 88. It is narrowly defined on what and how the money can be spent. We have more time to spend the state dollars than the federal dollars. He continued the District has only had three meetings pertaining to these funds and there is one today at 5:00 pm. Bell stated that after today’s meeting we can begin to discuss as a campus. Lundburg added that there will be a common template from the District for faculty to use for consistency. It will be shared when it is available. Bell recommended waiting until we know which money will be available to spend first before conversations begin but Murphy felt that conversations should begin right away. Bell didn’t disagree.</p>	Murphy
3	<p>Institutional CARES Act: Murphy stated this was also raised at the District Budget Council meeting recently and she wanted to bring it here. McMahon asked about expenses for the spring semester. Murphy responded that this was not discussed in detail. McMahon clarified that in the spring faculty were told they wouldn’t be reimbursed for expenses if they were not pre-approved by the manager/dean. Everyone understood at the time since everything was done so hastily. But she wanted to know if there was a possibility to revisit that now that there is more funding available that is required to be spent within a certain time frame, i.e. end of the year. Lundburg stated that his understanding is that this would be possible via the request form that the District is developing. He also reminded everyone that if they request funds to be reimbursed for expenses that it means the college made the purchase and therefore owns said supplies/equipment.</p>	Murphy
4	<p>CCC Equity Leadership Alliance: Murphy stated this first meeting is on this Thursday and that the faculty representatives have been identified as herself, Laura Gonzalez, and Carmen Jay. Young added that once we know what the specifics are for classified, he will tailor the membership to fit those needs. Lundburg added that Dean Nessa Julian will serve as the administrative representative and thanked her for her willingness to serve in this capacity. He noted that there is a lot of ambiguity with this alliance but he is confident it will be helpful with our equity efforts. Murphy asked if there will be a process or a forum for those involved to report out to the campus. Lundburg responded yes, we should invite all to the next CEC meeting as well as the DIEC meeting.</p>	Murphy
5	<p>Proposed DGC Taskforce to Review Policies and Procedures regarding Campus Police: Lundburg stated that he is the chair of this taskforce. It has been discussed to add a co-chair. He will let everyone know, if that is the decision made at Chancellor’s Cabinet and how it moves forward. Webley asked if this will be an open meeting. Lundburg stated he will check and get back to the group. Murphy noted that whatever the taskforce does recommend will need to go to DGC, which is an open meeting. Lundburg clarified that this taskforce is not necessarily making a recommendation but rather presenting information and facts for decision making. McMahon noted that DGC is not a brown act meeting therefore the taskforce is not a brown act meeting. Murphy responded that the District makes every effort to operate that way regardless. Igou asked if this is the first time something like this has been done. Lundburg responded yes, he believes so.</p>	Lundburg

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6	<p>CA Guided Pathways Project: Gonzales stated that the college submitted a letter of interest for the California Guided Pathways project. This would make us a member of a 21 college cohort for guidance. There was only some information available for fall and we recently just receive more information. The only cost associated with this would be travel, which the college would need to cover. He continued that the load is relatively light for fall and includes coaching sessions throughout the semester. The CEO would need to sign an agreement to participate which is due by Friday, September 18th. There have been some faculty concerns, primarily the time commitment and direction. There are some positives. He will be meeting with the constituency groups to make a final decision.</p>	<p style="text-align: center;">Gonzales</p>
7	<p>Accreditation Mid-term Report Update: Miramontez reported that responses from the District has been received. He is working on incorporating their feedback into the final draft. The content will be done next week and ready for the next CEC meeting.</p>	<p style="text-align: center;">Daniel Miramontez</p>
8	<p>2020/21 Annual Planning Calendar: Miramontez reported that the calendar is being reviewed with the Classified Senate. He has not had a chance to do so with the Academic Senate yet. Murphy stated it will be put on the next agenda.</p>	<p style="text-align: center;">Daniel Miramontez</p>

H. Announcements (1 minute each)

- **Academic Senate – Murphy** had nothing new to report. Next meeting is Tuesday, September 15th.
- **Classified Senate – Young** had nothing new to report. Next meeting is Thursday, September 17th.
- **Associated Student Government – Rahmoun** reported that the ASG has elected five new senators and is currently planning a virtual alumni panel and student town hall.
- **District Governance Council – Lundburg** had nothing new to report. Next meeting is Wednesday, September 16th.
- **District Strategic Planning Committee – Miramontez** had nothing new to report. Next meeting is October 1st.
- **Budget Planning and Development Council – Bell** reported that the committee met last Wednesday. The focus was on the COVID-19 Block Grant, budgeted revenues and expenses, and the upcoming presentation at the Board of Trustees meeting.
- **College Governance Committee – McMahon** reported the committee is meeting today. The focus will be on edits to the second draft of the college governance handbook and the remaining items on the “to do” list.

I. Adjourn

The meeting adjourned at 2:49 pm

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