

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, October 27, 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 1:17 pm.

A. Approval of the Agenda (1 min)

Murphy made a motion to approve the 10-27-20 meeting agenda. Seconded by **McMahon**. There was no further discussion. **Motion carried.**

B. Approval of Previous Minutes (1 min)

The final draft minutes from the 10-13-20 meeting were displayed for review. **Murphy** noted that these minutes were sent out this morning and if more time is needed to review them, they can be put on the next agenda. A few people had not seen them and it was decided to have them resent and put up for approval at the next meeting.

C. Guests/Introductions (1 min)

Gail Warner, Cheryl Barnard, Daniel Miramontez, Linda Woods, Tonia Teresh, Isabelle Martin, Wendy Kinsinger, Monica Demcho, Laura Gonzalez, Donnie Tran, Angela Boyd, Wheeler North, Lisa Brewster and Randy Carlos.

D. Public Comment (3 min)

There was no public comment.

E. President's Update (3 min)

Lundburg stated there has been a change in reporting for CCAP numbers and we are looking good there. He is sitting on the student email workgroup, which continues to be a hot topic. Many cabinet members are on board with the concept but have concerns with the cost and staffing. He also noted that Edquity is continuing to be discussed. Continuing Education is not interested and he has advocated the Miramar has deep concerns regarding the cost and the fact that we are not set up for it with our foundation. Other than that, the discussion took place around the upcoming Board of Trustees retreat scheduled on November 5th and the board meeting scheduled on November 12th. Lastly, he reported that we continue to move equity forward as a campus.

Murphy asked if there would be an opportunity for input regarding Edquity. **Lundburg** responded yes, if we decided to move forward with it. **Murphy** expressed concern that not many faculty have even heard about the software. **Demcho** asked what it was and why we aren't set up for it. **Lundburg** responded his understanding is that it's a software for students that complies resources and distributes emergency student aid.

F. Action Items

#	Item	Time Limit	Initiator
1	DIEC Recommendation for Equity Coordinator (attachment): Murphy stated at the last CEC meeting, a group of individuals were assigned to meet and work out the language in the recommendation for an Equity Coordinator. They have met and there was really good conversation. Ultimately, the group decided to omit the "Primary	5	Murphy

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

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	<p>Duties and Responsibilities” section, as it needed more work and didn’t want to hold up the process. They are putting forward the background, rationale, and next steps for approval. McMahon made a motion to approve the background, rational, and next steps for the DIEC recommendation for an Equity Coordinator position. Igou seconded. Azai noted that the students have approved it but mentioned some concern over the mention of Black Lives Matter in the rationale section. Many responded that this could be changed later. There were 9 yay votes, 0 nay votes and 0 abstentions. <u>Motion carried.</u></p>		
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G. Discussion Items

#	Item	Time Limit	Initiator
1	<p>Coordination of Equity Efforts (standing item): Lundburg stated that the Circle of Change continues and the concept of an equity lead has been approved. Murphy added that she, Young, and Lundburg have met as constituency leaders and have decided to recommend a workgroup comprised of two representatives from each constituency to develop a draft equity statement and definition. She stated there will be opportunity for input and it will be vetted through the governance process. Padilla made a motion to approve the formation of a workgroup. Seconded by Young. <u>Motion carried.</u> Kunst will find a time for Lundburg, Young, Murphy and Azai to meet.</p>	10	Lundburg/Murphy/Young
2	<p>Next steps? USC Equity Leadership Alliance: Julian reported that she has reached out to Dr. Shaun Harper of the USC Alliance multiple times to try and see what else they could provide with the alliance, mainly regarding the possibility of having an equity coach for Miramar. She has not received a response and has included President Lundburg on the most recent attempt. The next eConvening is on November 12th and the topic is “Understanding and Confronting Anti-Black Racism.” She asked Murphy and Young if she could have the names of those attending by next week so that she can provide them to alliance to ensure captioning and other needs are met. She stated the Professional Development committee is co-sponsoring an event tomorrow that will provide a training from the last eConvening to the campus. Murphy asked if there was any information on when the climate surveys will be administered. Miramontez stated they had reached out earlier in the semester to determine if a fall or spring survey would work better. After speaking to the other colleges it was decided that the spring would work best. Murphy asked if this was something that needed to be coordinated with the other colleges. Miramontez confirmed that it is because there are students that take classes at multiple campuses and this would ensure they are not counted twice and because we joined the consortium as a district so it does require district-wide coordination. Murphy noted that this information would be helpful sooner rather than later as we prepare for accreditation and the educational master plan.</p>	10	Julian
3	<p>DIEC Recommendation to add names of Safe Zone trained campus employees to LGBTQ+ web page on Miramar website: González shared that this was a recommendation created by the LGBTQ+ Alliance, which is a subcommittee of DIEC. It was approved by DIEC and is now being brought here to kick-off the conversation. She shared Miramar’s resource page on the website and a few examples from other colleges including Mesa and Mira Costa. She recommended at this time, the list of safe zone trained campus employees include their name and their email, omitting a photo</p>	5	González

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	because there are over 100 trained employees and that would be time consuming and make the webpage very long. Murphy asked if González could report at the Academic Senate. Azai also asked if she could present to the students. González confirmed.		
4	Alignment of Budget Processes for COVID-19, MSI and CARES Funding: Murphy noted she is bringing this item here because we haven't quite figured out where discussion are or should be happening. Bell added that this was brought up at the last CEC meeting. He, since then, has met with Murphy . They have recommended to use the established budgets for the CARES Act. This will be on the November 6 th BRDS agenda. They hope to use the same form and process for this and future funds of this nature. Kinsinger asked what MSI stood for. Bell responded MSI stands for Minority Serving Institution. Webley asked how we qualified for this funding. Gonzales responded that a waiver was submitted and noted we are also an AANAPISI school. Padilla asked what the stipulations with these funds are. Bell sated he will send them to CEC but he recalls them being the same or similar to the CARES Act funds. Gonzales also noted that the US Department of Education's website identifies all funding sources and lists their stipulations. He encouraged everyone to take a look at it.	10	Murphy/ Bell
5	"On-Campus" Board of Trustee's Meeting – Thursday, February 11th: Lundburg asked if there were any ideas from the group on a potential theme. McMahon asked if a taskforce could be assembled to get the work done. She also shared a portion of the theme could be what we are doing as a college to meet our students needs during this time. Padilla shared another portion of the theme could focusing on our renewed dedication to equity and our students. González suggested that we build off of the theme from opening day (convocation) which was looking at our student demographics and determining their needs. Lundburg stated these are all good ideas and recommended putting together a taskforce with two representatives from each constituency, especially the students. He asked Murphy, Young, and Azai if names could be identified in the next day or two. He asked Miramontez to serve on this taskforce to ensure the AV and technology needs can be identified and addressed. He will also appoint another administrator to take the lead. Azai, Young, and Murphy agreed that they could get two names in the next day or two.	10	Lundburg
6	CGC College Governance Handbook Update: McMahon reviewed the old governance structure and displayed a chart of the new structure, which clearly identifies which committees and subcommittees report where. She also shared that draft two of the handbook was shared on October 2 nd . Feedback is already being received and amalgamated. All feedback will be categorized, addressed, and will attempt to be resolved. CGC is still working on their remaining to do list which includes resolving outstanding issues from draft one into draft two including specific committees, a list of operational and district committees, effective presence of college governance on our website, term limits, rotation cycles, a master calendar, etc. Lastly, she reviewed a table that summarized the number of constituency representatives on each committee. She thanked Gonzales for this chart and thinks is very impactful. Demcho asked if this chart would be shared with the college. McMahon confirmed it would be shared at the Senate. The final handbook will be brought to CEC for approval on November 10 th .	5	McMahon
7	Strategic Plan: Strategic Directions (attachment): Miramontez reported the managers have drafted a fifth strategic goal and directions to build off the Classified Senate's feedback. He shared this document. Murphy asked if this is the document that should go to the constituencies for review. Lundburg recommended that both documents be shared to ensure all feedback was incorporated. Young stated the current	10	Miramontez

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	document accurately reflects the Classified Senate’s feedback and he will be taking this document back to his senate for a first and second read. He recommended Murphy do the same. Murphy agreed and stated it will come back to CEC for final approval.		
8	Academic Senate Approval of AP 5325 Credit for Prior Learning (attachment): Murphy reported that this administrative procedure has gone through two reads at the Academic Senate and was approved. It is being brought here as in informational item. Gamboa added that there was legislation passed at the state level to adopt specific changes to the procedure by 12/31/20, which is why this moving forward. He thanked the Curriculum Committee and the Academic Senate for their prompt and diligent work on this and noted this isn’t the last of reviewing our procedure on Credit for Prior Learning. Lundburg noted this has been a hot topic at every institution he has been at.	5	Murphy
9	Accreditation Mid-term Report Update: Miramontez reported that the students and managers have approved the final draft of the accreditation mid-term report. The Classified and Academic Senates are have had their first read.	0	Miramontez

H. Roundtable (1 minute each)

- **Academic Senate – Murphy** reported instructional issues with online courses are continuing to be cataloged and there is collaboration with the other colleges to find resolutions.
- **Classified Senate – Young** had nothing new to report.
- **Associated Student Government – Azai** reported that a budget workgroup and a scholarship workgroup have been establishes. ASG has approved \$10,000 to allocate in student scholarships.
- **District Governance Council – Murphy** reported DGC is continuing to plan for the eventual return to campus as well as reviewing state budget considerations. The next meeting is Wednesday.
- **District Strategic Planning Committee – Miramontez** reported the next meeting is in December.
- **Budget Planning and Development Council – Bell** reported there has not been a meeting since the last CEC meeting. The next meeting is November 4th.
- **College Governance Committee – McMahon** reported CGC is unofficially meeting today at 3:00 pm.

I. Adjourn

The meeting adjourned at 2:41 pm.

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