

COLLEGE EXECUTIVE COMMITTEE MEETING

Tuesday, December 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 came to order at 1:17 pm.

A. Approval of the Agenda (1 min)

McMahon made a motion to approve the 12-8-20 meeting agenda. Seconded by **Gamboa**. There was no further discussion. **Motion carried.**

B. Approval of Previous Minutes (1 min)

Igou made a motion to pass the 11-10-20 meeting minutes. Seconded by **Gamboa**. There was no further discussion. **Motion carried.**

C. Guests/Introductions (1 min)

Cheryl Barnard, Laura Gonzalez, Adrian Arancibia, Donnie Tran, Jesse Lopez, Daniel Miramontez, Gail Warner, Wheeler North, Carmen Carrasquillo Jay, and Linda Woods.

D. Public Comment (3 min)

There was no public comment.

E. President's Update (3 min)

Lundburg reported that the budget situation has not changed and is still dire. There will be a deferral for February however, the amount is not known. **Bell** added that the District has a need for cash until May and therefore will apply for TRAN. This will solve the cash flow problem. **Lundburg** continued, in regards to COVID-19, there has not been a decision for summer. There is an anticipated spike in number of cases and will most likely have to continue to be remote. He reported that our region has opted out for the first 8 weeks of spring sports and will reassess for the second half, which begins March 27th, but there would be no practice or conditioning either. **Gamboa** added that he has been in communication with **Woods** and **Gehler** and have developed multiple contingency plans.

F. Action Items

#	Item	Initiator
1	DIEC Recommendation to add names of Safe Zone trained campus employees to LGBTQ+ web page on Miramar website: Gonzalez reported this item has gone through a first and second read at both the Academic and Classified Senates, has been approved and his back here for final approval. Gamboa made a motion to approve the DIEC recommendation to add names of Safe Zone trained campus employees to the LGBTQ+ web page. Bell seconded. There was no further discussion. Motion carried.	González
2	Accreditation Mid-term Report Update: Miramontez thanked everyone for contributing to the accreditation mid-term report. The report has gone through the governance process and been approved by the constituencies. It is now here for final approval. In regards to next steps, he and his team will be cataloging/digitizing the evidence and it will go to the district for their approval. The	Miramontez

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, 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)

I. Mission, Academic Quality and Instructional Effectiveness, and Integrity

II. Student Learning Programs and Support Services

III. Resources

IV. Leadership and Governance

	final report will be submitted to ACCJC in March. Bell made a motion to approve the Accreditation Mid-Term Report. Seconded by McMahon . There was no further discussion. There were 9 yay votes, 0 nay and 0 abstentions. Motion carried.	
3	Strategic Plan: Strategic Directions: Miramontez thanked everyone who contributed to the development of the strategic directions. He gave kudos to the Classified Senate for their feedback. These have been approved at the constituency level and are here for final approval. He added, in terms of timeline, once the fifth goal/directions are in place, a small workgroup will meet to review KPIs. Gamboa made a motion to approve the Strategic Directions. Padilla seconded. There was no further discussion. There were 9 yay votes, 0 nays and 0 abstentions. Motion carried.	Miramontez
4	Spring 2021 CEC Meeting Schedule: Murphy noted the time change on the proposed spring meeting schedule. The committee will now meet from 1:00 pm – 2:30 pm instead of 1:15 pm – 2:45 pm. McMahon made a motion to approve the Spring 2021 CEC Meeting Schedule. Igou Seconded. There was no further discussion. There were 9 yay votes, 0 nay and 0 abstentions. Motion carried.	Lundburg/ Murphy

G. Discussion Items

#	Item	Initiator
1	Coordination of Equity Efforts (standing item): Gonzales shared the Faculty Coordinator for Education Equity description, which included 40% reassigned time or about 6 hour of work per week. Bell asked if there was a funding source. Gonzales responded it was left over money for the first year and a half and that a long term funding source would be needed. Bell asked if that was in the job announcement. Gonzales responded that he is looking for overall consensus of the position/description and will then move forward. Carrasquillo Jay pointed out that 20% reassigned time equaled 7 hours per week according to the CBA. Gonzales responded that he will look into this and double check. Carrasquillo Jay gave an update on the Equity Definition workgroup and their first recommendation is to expand the workgroup by a maximum of four people (one from each constituency) in order to broaden the group. She stated the notes for the first meeting will be sent out but it was a really good conversation about resources and next steps. They are planning an event for flex week. McMahon agreed that it was off to a really good start even though some people couldn't make it due to the timing. Murphy asked the group if everyone was okay with expanding the membership. Webley asked how the selection would be made. Murphy responded a call will be sent out for interest and then the selection would be made. All were in agreement. She asked if there was any update from the USC Alliance. Gonzalez shared that she is working with Julian and the professional development committee to create a report out and training for the campus, specifically during flex week and the planning summit. Carrasquillo Jay added that the next eConvening is on Thursday and will report back.	Lundburg/ Murphy/Yo ung
2	Online CTE Pathways Project Update/Video Premiere: Lopez shared that the Miramar College YouTube Channel is a great resource for online teaching he encouraged everyone to check it out and share it with others. He also gave kudos to Rochelle Mojica and Denise Maduli-Williams.	Lopez
3	“On-Campus” Board of Trustee’s Meeting – Thursday, February 11th: Gamboa reported that the planning group has met and compiled an agenda and theme. We will be building off the current equity theme and highlighting equity at Miramar. The next planning meeting is Thursday.	Gamboa
4	CGC College Governance Handbook Update: McMahon stated that the last CGC meeting is today and the first item that will be discussed is the suggestion from the CIA facilitators, which is that we pull certain things out that are holding up approval of the current draft. CGC will work on setting up a timeline for implementation. Gonzales clarified that this recommendation meant we stay status quo for the spring and plan for implementation in the fall. Murphy noted this is what is being discussed	McMahon

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	as CGC today. Igou asked how the final decision will be made. McMahon responded the constituencies will have a first and second read for approval and then come to CEC for final approval.	
5	Collegiality in Action Update: See items 4 and 6.	Lundburg/ Murphy/ Young/ Azai
6	Spring Kickoff Event: Lundburg reported that the Spring Kickoff event will focus on where we started, where we are and who was involved. The Collegiality in Action facilitators, Helen Benjamin and Julie Bruno, will be back to present and help us move things forward as well. The date is Wednesday, January 27 th , which is during flex week. He noted that it is usually on Thursday of that week but due to the facilitators' availability, they had to go with Wednesday.	Lundburg/ Murphy/Yo ung/Azai/ McMahon
7	Update on Campus Wi-Fi Improvements: Bell noted that it has been identified that outdoor Wi-Fi access is important and there are currently two areas on campus which will undergo improvement. This includes the parking lot west of the H building and compass point. They are getting this going quickly and will be using a portion of the CARES funding, \$13,400 to be exact. Gonzales added that some lots are available now. McMahon asked if this is part of future planning. Bell responded yes. Webley asked if it included the H building. Bell responded yes. Young asked if this for Miramar's wireless or ICS wireless or if both are being boosted? Bell responded that only the areas stated are being addressed at this time.	Bell
8	Update on CARES Act Institutional Funds – Funding Requests: Bell reported that the google form has been issued to all faculty and staff to submit CARES Act funding requests. These requests are cataloged and prioritized with the deans and managers. The prioritized list is then sent to constituencies. He emphasized that these funds need to be expensed by April 30 th .	Bell

H. Roundtable (1 minute each)

- **Academic Senate** – the last full meeting is today. Items to be discussed include code of conduct and appointment process and will also review the district and AS bylaws.
- **Classified Senate** – the last meeting is Thursday, December 10th.
- **Associated Student Government** – the last meeting was Friday, November 20th. There was \$10K allocated for scholarships, a push to purchase AS card which is a fundraiser, and elections for new senators will be in the spring semester.
- **District Governance Council** – the next meeting is tomorrow, December 9th at 3:00 pm.
- **District Strategic Planning Committee** – the next meeting is December 10th.
- **Budget Planning and Development Council** – the last meeting was December 2nd. Discussed state budget, significant deferrals, apportionment funding delayed and borrowing funding to get through the 2021-22 Academic year. Also did a deep dive on budgets for support services. The next meeting is February 3rd.
- **College Governance Committee** – the last meeting is today, December 8th at 3:00 pm.

I. Adjourn

The meeting adjourned at 2:47 pm.

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