

## **MINUTES**

College Executive Committee Nov. 6, 2012  
San Diego Miramar College

**Present:** Sandi Trevisan, Daphne Figueroa, Buran Haidar, Susan Schwarz, Patricia Hsieh, Joyce Allen, Brett Bell, Adela Jacobson, Gerald Ramsey, Jerry Buckley, Michael Shepard

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

Approved.

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

Minutes of 10/29 approved.

### **C. Guests**

None.

### **D. Chancellor's Cabinet**

- Received sample template from Palomar College to outline progress and history of SB1440 TMC degrees. Hsieh will email to CEC. College needs to report TMC degrees to AACJC as new degrees, but not substantive change.
- Proposed enrollment priorities, based on student success taskforce recommendation, military/veterans move to the top. A draft revised priority list, prepared by Vice Chancellor Neault, will go to DGC in December. Hsieh will email draft from L. Neault once received.
- Miramar items on 11/8/12 board meeting agenda: TMC additional degrees from Mesa and City; no new Miramar; student health fee \$1 increase, effective spring 2013; Civility and Mutual Respect policy; grant activity update.
- No budget information
- Grant process at each college -- Miramar has its own. VPI Buckley will present information to Academic Senate at the first meeting in December.
- Vice Chancellor Neault will meet with college presidents to discuss alumni database project district wide.
- If Proposition 30 passes, 150 class sections district wide will be restored, including 24 at Miramar.
- Classified staffing study will be discussed at Cabinet next week.

### **E. NEW BUSINESS**

None.

### **F. OLD BUSINESS**

#### **1. 2012 Accreditation Follow Up Visit (Hsieh)**

Hsieh expressed confidence the College did its best. Positive aspects included a two-member team vs. four last time; the Chair was better prepared; and the second member (a researcher from another college) was sympathetic from his own college experience. The Commission is the wild card, according to Hsieh. College will continue to prepare the mid-term report as if we passed this visit. Hsieh thanked all for time and information shared with visiting team. Figueroa stated the team was very impressed with basic skills numbers and activities.

## **2. Old Business from 10/29/12 CEC Agenda (Hsieh)**

Employee Satisfaction Survey: Figueroa still waiting for information. Results/briefings will be shared with deans' council and CEC (focus on items related to administrative turnover). Buckley will take the lead on setting dates with the Research Office.

## **3. Spring 2013 Convocation Program (Figueroa)**

Based on faculty feedback, Figueroa recommended engaging and interactive sessions and suggested connections between college governance process, routing form, decision-making, and development of SLOs as a continuous theme for Convocation day. Specific examples or mock meetings where governance and routing forms would be showcased could tie directly with SLOs at institution level, program level and department level. Hsieh liked demonstrating governance structure and decision-making process, as well as demonstrating the SLO process. AV support or Communications Services needs must be identified asap. Figueroa, Laura Murphy, Buckley, Haidar, with input from Hsieh, will follow-up. State of the College reports will be included. Allen emphasized the need for school meetings to disseminate information to faculty and asked planners not to eliminate traditional school meetings. Figueroa would like the dialogue to continue through entire day of activities to accomplish SLO tasks. Buckley will work with deans so that the day's activities accommodate all. Hsieh will develop a rough draft and send to CEC.

Schwarz asked if any information sharing is planned for passage or loss of Proposition 30. Hsieh reported SDCCD has a plan for either outcome, and that district wide, messaging will most likely come from the Chancellor. Schwarz suggested an open forum on campus.

## **4. Accreditation Mid-Term Report (Buckley)**

Nov. 1<sup>st</sup> was the first reporting deadline for writing teams. Seven of eight writing teams have reported -- participatory governance structure report not in yet. Buckley is finishing a round of feedback with respective teams. Phase one is underway; phase two is the redraft; phase three first draft of formal report will be complete Dec. 14.

## **5. Update on SB1440 (Buckley, Ramsey, Hsieh)**

Buckley distributed a list of TMC degrees (currently posted on the website). In addition to 22 formally approved degrees, two additional TMCs have been approved and are moving forward (philosophy and Spanish). Statewide approved list is available at SB1440.org. As additional TMCs are approved, they will be posted. Buckley is working with Duane Short and Dan Igou to create a status reporting tool of TMCs locally and at the district level. Cabinet adopted the Palomar model, which is similar to ours. Hsieh wants to make sure the College and our District work from the same list.

## **G. REPORTS**

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

Senate meets today from 3:30-5 PM in M-108. Agenda includes: Plenary resolutions, Academic Affairs report on enrollment management, smoking policy and procedures, resolutions. Next Tuesday, a special meeting for senator training is scheduled.

**Classified Senate (Allen)**

Senate met Thursday, 11/1/12 and discussed the holiday party, accreditation, website and tech committees, spring convocation impact on classified, United Way, and flex week, Jan. 7-10, 2013. They confirmed a PERS workshop on 1/8 from 9-11 AM and are working with Jim Mahler on a presentation to discuss contracts. The 4CS retreat will be 1/11/13.

**Associated Student Council (Shepard)**

Attended the general assembly over the weekend. This Thursday, AS will be participating in the clothing exchange.

**District Governance Council**

No report.

**District Strategic Planning Committee (Figueroa)**

Working on drafting new goals for new Strategic Plan. Figueroa encouraged being consistent with vision statement at the statewide level.

**District Budget Committee**

No report.

**H. ANNOUNCEMENTS**

None.

*11/7/12*

*S. Trevisan*



**Group (1)**

**\*Fully-Matriculated: Military/Vets, Foster Youth, DSPS & EOPS**

- 50.0 – 72.0
- 30.0 – 49.9
- 15.0 – 29.9
- 00.0 – 14.9
- 72.1 – 89.9
- 90.0 +

**Group (2)**

**\*Fully-Matriculated: Continuing Students**

- 50.0 – 72.0
- 30.0 - 49.9
- 15.0 – 29.9
- 00.0 – 14.9

→ **0.00 Continuing CE Advantage Students**

- 72.1 – 89.9
- 90.0 +

**Note:** First-time students move into this category when they register for the next semester only if they are fully-matriculated.

**Group (3)**

**\*Fully-Matriculated: New & Returning Students**

- 50.0 – 72.0
- 30.0 - 49.9
- 15.0 – 29.9
- 00.0 – 14.9
- 72.1 – 89.9
- 90.0 +

**Returning Students:** Includes both returning AND returning transfer students without a BA/BS degree who are fully-matriculated.

**Group (4)**

**Non-Matriculated: Continuing, New & Returning Students**

- Includes Military/Veterans, Foster Youth, DSPS & EOPS
  - These students will have first priority within this group.

- 50.0 – 72.0
- 30.0 – 49.9
- 15.0 – 29.9
- 00.0 – 14.9
- 72.1 – 89.9
- 90.0 +

**Notes:**

- Students in high unit majors will have priority adjusted on an individual basis.
- Students who qualify for more than one lower priority group (5-8) will be placed in the lowest group in which they qualify.
- Unit ranges other than Group (5) include basic skills units.

**Group (5)**

**Students with 100+ Units** (Does NOT include Basic Skills units)

- Includes Military/Veterans, Foster Youth, DSPS & EOPS
  - These students will have first priority within this group.

**Group (6)**

**Concurrently Enrolled at a 4-year Institution or High School**

- Includes Military/Veterans, Foster Youth, DSPS & EOPS
  - These students will have first priority within this group

- 50.0 – 72.0
- 30.0 – 49.9
- 15.0 – 29.9
- 00.0 – 14.9
- 72.1 – 89.9
- 90.0 +

- High School students are manually enrolled in the Admissions Office on a first-come, first-served basis. No registration appointment assigned.

**Group (7)**

- ▶ **Four (4) or more Certificates of Achievement**
- ▶ **Students with Two or more Associate Degrees**
- ▶ **Students with Baccalaureate Degrees**

- Includes Military/Veterans, Foster Youth, DSPS & EOPS
  - These students will have first priority within this group

- 50.0 – 72.0
- 30.0 – 49.9
- 15.0 – 29.9
- 00.0 – 14.9
- 72.1 – 89.9
- 90.0 +

**Group (8)**

**Students who Lost Priority due to Academic Standing**

- Includes Military/Veterans, Foster Youth, DSPS & EOPS
  - These students will have first priority within this group.

- 50.0 – 72.0
- 30.0 – 49.9
- 15.0 – 29.9
- 00.0 – 14.9
- 72.1 – 89.9
- 90.0 +

**Notes:**

- \* ***Fully Matriculated is defined as students who completed Orientation, Assessment & Educational Plan***
- **Continuing Students:** Students in continuous enrollment, or who had a lapse in enrollment < 1 year.
- **Returning Students:** Students who had a lapse in enrollment ≥ 1 year.

**Palomar College - Transfer Model Curriculum Information**

Finalized TMCs (Transfer Model Curriculum) Approved by State			Transfer Model Curriculum at Palomar College							
Transfer Model Curriculum Discipline	Date Approved at State Level	Similar CSU Degrees	Planning	Proposed	Curriculum Committee Approval	Faculty Senate Approval	Governing Board Approval	Chancellor's Office Approval	ACCJC Approval	Semester Active
Administration of Justice/Criminal Justice	17-May-11	Administration of Justice	*Developed/at dept. level for approval							
Art History	19-Jun-11	Art History	May develop at a later date							
Business Administration	25-Jun-11	Business Administration	*At department level/in CurricUNET (CNET)	8/8/2012						
Communication Studies	25-Jan-11	Communications	*May develop at a later date							
Computer Science	10-Jan-12	Computer Science	*May develop at a later date							
Early Childhood Education (ECE)	17-May-11	Early Childhood Education	*At department level/in CNET	6/28/2012						
Elementary Teacher Education	31-Aug-12	Liberal Studies, Integrated Teacher Education Programs								
English	30-Jun-11	English	*Currently under discussion							
Geography	20-Aug-12	Geography	*Developed/in CNET	7/26/2012	3-Oct-12	pending				
Geology	13-May-11	Geology	*Developed/in CNET	5/29/2012	3-Oct-12	pending				
History	17-May-11	History	Currently under discussion							
Journalism	20-Aug-12	Journalism, Mass Communications, Public Relations, Advertising	*May develop at a later date							
Kinesiology	15-Jun-11	Kinesiology	*May develop at a later date							
Mathematics	24-Mar-11	Mathematics	*Completed	15-Nov-11	7-Dec-11	30-Jan-12	14-Feb-12	27-Jun-12		Fall 2012
Music	5-Mar-12	General Music ( or equivalent)								
Physics	13-May-11	Physics	May develop at a later date							
Political Science	19-Jun-11	Political Science	Currently under discussion							
Psychology	10-Jan-11	Psychology	*Completed	8-Feb-11	16-Feb-11	28-Feb-11	8-Mar-11	19-Jul-11	13-Jan-12	Fall 2011
Sociology	20-Jan-11	Sociology	*Completed	8-Feb-11	16-Feb-11	28-Feb-11	8-Mar-11	20-May-11	13-Jan-12	Fall 2011
Studio Arts	20-Jun-11	Studio Arts	May develop at a later date							
Theatre Arts	16-May-11	Theatre	May develop at a later date							

*Goal is to have 80% of TMC degrees active by Fall 2013 and 100% by Fall 2014.*

**Palomar College - Transfer Model Curriculum Information**

*Reported at <http://www.c-id.net/degreereview.html>*

*Departments surveyed by Vice-President, Instruction 10/11 & 10/12.*