

COLLEGE COUNCIL (CC) MEETING SUMMARY
Thursday, November 18, 2021 – 11 a.m.
ZOOM Conference

| | Comments / Action / Responsibility |
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| A. Board Agenda Review (Cooke) 10 minutes | Sunny Cooke provided an overview of the November 18 board agenda. |
| B. District Update (Cooke, All) 10 minutes | <p>Sunny Cooke provided information about communications going out regarding students returning to campus in spring. The vaccine incentive is expected to continue via the textbook voucher. A continued vaccine mandate and mask wearing indoors is expected to continue, especially in light of an expected surge in cases resulting from the holidays.</p> <p>The MiraCosta app used to assist with Covid tracking is expected to change for the spring semester, and new instructions will be provided to MiraCostans at that time. It was suggested that clear communication about the app be made easily available to students, faculty and staff, especially since the app will need to already have been downloaded to gain access any onground classes before entering the classroom. This will help avoid unnecessary confusion during the first week of classes.</p> <p>For now, MiraCostans should continue to use the existing app.</p> |
| C. Futures Update (Cooke) 10 minutes | <p>Cooke shared the last fall Futures session was held yesterday with a great moment where DEI, curriculum work, and futures work all came together. It's life changing work, so a crash course will be offered through for spring for additional MiraCostans who want to participate. It's important for us to build a community around this work to sustain it.</p> <p>Members noted that Futures thinking is becoming a basic skill for students, and this work is even more important to students, so it is especially important to broaden who is involved in the work.</p> |

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| D. Campus Climate Survey Update (Ng) 10 minutes | Charlie Ng shared a final working draft is being finalized that the survey group will review in preparation for getting some of the work done in spring. |
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| E. Redesigning the Student Experience (Lara, Wojcik, Pescarmona) 5 minutes | <p>Luke Lara shared conversations from yesterday's CAGP 2.0 Institute regarding adult learners (students 25 and older) and connecting them from non-credit to credit courses. He added that Guided Pathways is about equity, pathways to careers, and key partnerships with K-12 and other higher education institutions.</p> <p>Denee Pescarmona acknowledged the good work and leadership of Lara and Thao Ha with the Guided Pathways efforts. All of this work is tied to the work our college is doing on equity and anti-racism.</p> |
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| F. Accountability for Educational Master Plan (Tarman) 10 minutes | <p>In order for our plans to be dynamic and flexible, Chris Tarman reported the college needs a formal structure in place. This structure will need to review data, currency of strategies, and have an understanding of what's happening across the campus. This will help the college to be more efficient and sustainable. The group shared ideas.</p> <p>Joe Salamon, who was part of the first iteration of the overarching framework, suggested having a public facing document, and also having a living document internally that could be updated and reviewed on a regular basis by a cross-section of the campus, which would help us measure progress.</p> <p>This item will be kept on the agenda for continued discuss discussion. Cooke encouraged members to listen and learn from our colleagues as we gather input and feedback.</p> <p>Communicating to the public about progress made on college-wide goals and accomplishments and celebrating successes should also be a priority.</p> |

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| <p>G. Accreditation (Cooke, Tarman) 10 minutes</p> | <p>Tarman reported the Tri-chairs held their first meeting.</p> <p>The Sharepoint site is being used to accumulate and store data and documents needed for accreditation evidence. Tarman encouraged members to review the document (in Sharepoint) that Cindy Dudley created that provides instructions on how to properly label the evidence that is gathered.</p> <p>Stephanie Droker is leaving ACCJC, so a determination of who our new team advocate and liaison will be is yet to come.</p> |
| <p>H. Aspen Prize Selection (Cooke) 5 minutes https://highered.aspeninstitute.org/aspen-prize/</p> | <p>Pescarmona reminded members that we're in the top 150 candidates eligible for the Aspen Prize. This is an indication that we're moving the right direction and is, in part, due to B.A. attainment and the work we're engaged in to assist groups who are disproportionately impacted. This is a great opportunity to shine the light on all the good work we have done.</p> <p>The Instructional Services team will be assisting with the application process for the Aspen application. Chris Tarman and RPIE will provide needed data. Cindy Dudley will be assisting with the narrative, with a very aggressive timeline for the application process, due back to Aspen on December 13.</p> |
| <p>I. Budget Update (Flood) 5 minutes</p> | <p>Tim Flood and Joe Salamon shared the Resource Allocation Process and Flowchart and provided an overview of the process.</p> <p>The process was simplified by being increasing the transparency and providing more communication to requestors and the campus.</p> <p>The rubric is the internal document that BPC uses for each of the requests. For this round of requests, the existing rubric will continue to be used, however, starting with the next program review cycle, a revised rubric will be used.</p> |

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| | <p>Salamon provided an overview of how the rubric is used and noted that DI language has been integrated throughout the document.</p> <p>Cooke noted the importance of a follow-up component with this and other institutional processes to determine if the intent and the outcome make sense. Should it be continued, or should it be changed or ended?</p> <p>Kaitlin Fisher added that IPRC continues to work to improve messaging for Program Review.</p> |
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| J. Roundtable | |

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COLLEGE COUNCIL (CC) MEETING SUMMARY
Thursday, October 21, 2021 – 11 a.m.
ZOOM Conference

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| A. District Update (Cooke, All) 15 minutes | <p>Sunny Cooke reported in-person CLC classes will begin on Monday, October 25. The open house at the CLC is planned for the same day, weather permitting.</p> <p>Cooke said outdoor audiences have been present for theatre and sporting events during the fall session, and the college is preparing for upcoming indoor events with appropriate safety precautions.</p> <p>Approximately 45 percent of classes will be held on-ground in spring. Cooke noted we will continue to be responsive to the needs of students and will continue to make adjustments based upon student enrollment patterns.</p> <p>Communications regarding the requirements of being on campus will be forthcoming, so students will be well-aware. Health Services will be offering drive-thru vaccine clinics for the Covid vaccine, as well as the flu vaccine.</p> <p>Tim Flood said that soil will be brought onto the Oceanside Campus to use in the Pedley Park area construction project. This could affect traffic, but advance notification will be given to the campus.</p> <p>Final furniture is going into the new CLC buildings.</p> <p>Leila Safaralian indicated MiraCosta's on-ground classes have been going smoothly, especially compared to experiences reported by associate faculty who teach at other colleges. She emphasized having ample staff available to help students on the spot with the first day of the spring semester.</p> <p>Hannah Schmidtler expressed appreciation for having a robust selection of courses available both online and on-ground.</p> |

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| | <p>Cooke acknowledged the anxiety that can be connected with students and staff returning to campus. Carl Banks added that having plans in place has proven invaluable in alleviating some of the stress.</p> <p>John Makevich reminded folks that some of our non-credit classes are normally held in other community locations. They will be using spring as a time to plan for how and when to return to those locations.</p> <p>Denée Pescarmona noted that some interesting ways are being considered to meet students' needs that will allow students to complete their education in the pathway and modality that works for them.</p> <p>Charlie Ng reported that a flexible work schedule/telecommuting policy is being finalized. He expects to have something in place prior to spring 2022 that would honor the needs of the students, employees, and the institution, while allowing for some flexibility. It's important to note that this policy is separate from returning to work, however, Covid has accelerated the need for this policy to be finalized.</p> |
| <p>B. Futures Update (Cooke) 10 minutes</p> | <p>Cooke reminded members the entire college was invited to participate in the futures work, and 60 MiraCostans answered the call. The group is beginning to apply their learning through tools introduced through the course and there appear to be themes that are emerging as we look into the future together. Cooke noted the knowledge gained from the learning will be applied in the spring to our college plans.</p> <p>Members agreed on the importance of looking ahead and anticipating signals and trends and then acknowledging that in our decision-making today.</p> <p>Luke Lara appreciates the futures framing, as it allows us to think differently with a different mindset, rather than dealing with what comes our way.</p> |

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| | <p>Ng added that there are many futures, not just one, and they all have good and bad scenarios that need to be explored and planned for.</p> <p>Makevich said separating out the future you want versus the future you expect to happen has been eye-opening.</p> |
| C. Campus Climate Survey Update (Ng) 10 minutes | <p>Ng reported the group is close to finalizing overall recommendations. Campus culture, a sense of belonging/support for students and staff alike, employee advancement opportunities, performance management, communication, and professional development are some of the areas that surfaced and need attention.</p> <p>Ng said there will be a strong sense of accountability through transparency to determine if outcome are effective. The group suggested a document to track this information would also be used and would show that feedback was important, what action took place, and the outcomes achieved.</p> |
| D. Redesigning the Student Experience (Lara, Wojcik, Pescarmona) 5 minutes | <p>Lara reported, as part of the CA Guided Pathways 2.0, another consultancy office hour with Kay McKlenney was held, which included discussion about non-credit work and our partners at the CLC. Makevich added improving integration of onboarding of non-credit into credit pathways was discussed, and ways to improve in this area will continue to be explored.</p> <p>Lara added that he participated in a webinar led by Diego Navarro that focused on student belonging and psychological safety, as well as creating conditions of success for students of color. Knowledge gained regarding the window of tolerance of students was insightful. How do we increase our awareness of how we're perceived by others, which has a direct effect on students? How do we expand the window of tolerance?</p> <p>Rather than providing verbal Guided Pathways (GP) reports at Academic Senate, they recently took a new approach and are</p> |

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| | <p>now highlighting what faculty are doing. This includes a video interview of faculty and presenting the video to Academic Senate to focus more effectively.</p> <p>Wendy Stewart presented to the GP team regarding how we center equity in our Academic Career Pathway efforts in order to affect positive change, specifically with our students of color and older adult students.</p> <p>Pescarmona noted that it will take cohesive, intentional efforts. Deep, sustainable, and professional learning needs to happen to attain and sustain the results we're after.</p> |
| E. First Read and discussion of Educational Master Plan (Tarman) 10 minutes | <p>Chris Tarman displayed a slide and provided an overview of master plans. The college has started the approach with the already developed the long-term planning framework that all of the college's plans will fall under and be connected with. Key data scans have been updated. Current strategies that are supporting the new goals were gathered last spring, but there are still opportunities to include additional strategies.</p> <p>Futures maps around key ideas will be included. Adaptive planning will allow for flexibility and nimbleness, and approaching future strategies is critical and should be included in our structures. Regular review of the data and the way in which we incorporate new strategies must be added to the process of the structure, without weighing down the work. This requires further discussion.</p> <p>College Council was charged with institutional effectiveness when the IEC was dissolved. This body should be reviewing progress on plans and actions and all of the representative groups are part of College Council.</p> <p>Cooke encouraged members to forward to Tarman examples or models of IE tracking that are effective, and she encouraged the group to discuss further at a future meeting.</p> |
| F. Accreditation | <p>Cooke acknowledged that College Council attendees had been part of the accreditation</p> |

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| | steering meeting yesterday, and as such, no new information was shared at this time. |
| G. Equity Minded Policy and Procedure Review – Updated Document (Cooke) 5 minutes | <p>Cooke shared the final document, which is titled “Applying an Equity Lens to Policies & Procedures” and should be referred to and the steps followed when edits to policies and procedures are made.</p> <p>The new schematic will be included in the Governance Manual, as well as on the College Council website and the portal where edits to existing policies and procedures are requested or new policies and procedures are developed.</p> <p>All constituent group bodies (AS, CS, ASG, Admin) are encouraged to begin using the equity lens review process.</p> |
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| H. Budget Update (Flood) 5 minutes | <p>The college is in the process of submitting a student housing grant planning application, which, if approved, would fund a feasibility study to support our housing insecure students with affordable housing.</p> <p>The statewide report regarding CARES expenditures is almost complete. The annual audit is underway, and the Workday system has made this process more efficient. We received our internal audit report and no instances with internal control problems were found.</p> |
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| I. Roundtable | <p>Hannah Schmidtler reported she will communicate with the Associated Student Government regarding the vaccine requirements for spring semester and the vaccination clinics to be held on campus.</p> <p>Carl Banks reported the fall meet and greet events were well-received, and a year-end celebration is being developed.</p> <p>Banks reported that Amy Pimental has filled the vacant classified senator position.</p> <p>Lara reported ten faculty positions were ranked by AAC, and a first read by Academic Senate has taken place.</p> |

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| | <p>The Equivalency committee may make changes to the Administrative Procedure regarding eminence, based on guidance from the statewide Academic Senate.</p> <p>Pescarmona reported that faculty and staff are working hard on the spring schedule.</p> <p>Tarman reported the Outcomes and Assessment committee is working out the standards for accreditation. Core competency assessments for fall are going well, and he expressed appreciation for the work group and John Thomford.</p> <p>In preparation of the upcoming accreditation visit, Cooke said we must strengthen areas that will result in improving equity gaps. She noted this was an area that shone through in a recent accreditation visit, when she served on an accreditation team. She wants to ensure that time and support for accreditation, outcomes assessment, dialog about improving student outcomes, and institutional improvement, are built into flex week and fifth Fridays, and that we are working collaboratively to make this happen.</p> <p>Wojcik alerted members that next week is Undocumented Student Action week. The Social Justice and Equity Center has put together numerous activities during the week. A Dia de los Muertos event is planned for early November 1, which was planned by students, faculty, staff, and administrators.</p> <p>Tim Flood- reported that BPC is finalizing resource allocation requests. December 6 is the deadline for divisions to return their divisional priorities back to Tim Flood/Melanie Haynie, so they can then be moved along to the next level.</p> |
| <i>In Progress</i> | |