

NCHEA Meeting Agenda

Meeting date/time: November 7th, 2019

Meeting Location: Palomar College Room LRC 116

NCHEA Board Members

2018-2020 Director: Kelly Falcone, Palomar College, kfalcone@palomar.edu

2018-2020 Coordinator: Marti Snyder, Palomar College, msnyder2@Palomar.edu

Palomar Board Members: PJ DeMaris, Faculty, Transfer Center Director, pdemaris@palomar.edu
 Aiden Ely, Acting VP of Student Services, aely@palomar.edu
 Benjamin Mudgett, Faculty, Articulation Officer, bmudgett@palomar.edu
 Elvia Nuñez-Riebel, Faculty, Counselor, enunez@palomar.edu
 Jack Kahn, VP of Instruction, jkahn1@palomar.edu
 Justin Smiley, Dean of AMBCS, jsmiley@palomar.edu

MiraCosta Board Members: Alketa Wojcik, VP of Students Services, awojcik@miracosta.edu
 Diane Dieckmeyer, VP of Instructional Services, ddieckmeyer@miracosta.edu
 Kat Soto-Gomez, ksotogomez@palomar.edu
 Lise Flocken, Transfer Center Faculty Director, lflocken@miracosta.edu
 Rachel Hastings, NCHEA Director-Elect, rhastings@miracosta.edu

CSUSM Board Members: Allison Carr, Faculty Center Director, acarr@csusm.edu
 Andre Kundgen, Faculty Representative 2018-20, akundgen@csusm.edu
 Gabriel Valle, Faculty Representative 2019-21 gvalle@csusm.edu
 Regina Eisenbach, Dean Academic Advising & Academic Programs
regina@csusm.edu
 Scott Hagg, Assoc. VP, Enrollment Management Services, shagg@csusm.edu
 Sue Moineau, Vice Provost, smoineau@csusm.edu
 Lynda Vernia, Student, CSUSM
 Jacqueline Montano, Student, CSUSM monta065@cougars.csusm.edu

Meeting Agenda

Agenda Topics	Notes
<p>Welcome and Introductions</p> <ul style="list-style-type: none"> • Introductions • Announcements 	<p>Members Present:</p> <p>Kelly Falcone, Palomar College, kfalcone@palomar.edu Marti Snyder, Palomar College, msnyder2@Palomar.edu PJ DeMaris, Faculty, Transfer Center Director, pdemaris@palomar.edu Justin Smiley, Dean of AMBCS, jsmiley@palomar.edu Wendy Stewart for Alketa Wojcik, VP of Students Services, awojcik@miracosta.edu Diane Dieckmeyer, VP of Instructional Services, ddieckmeyer@miracosta.edu Kat Soto-Gomez, ksotogomez@palomar.edu Rachel Hastings, NCHEA Director-Elect, rhastings@miracosta.edu Allison Carr, Faculty Center Director, acarr@csusm.edu Gabriel Valle, Faculty Representative 2019-21 gvalle@csusm.edu Lynda Vernia, Student, CSUSM Jacqueline Montano, Student, CSUSM monta065@cougars.csusm.edu</p> <p>Bylaws state: “Membership shall consist of the Director, Director-Elect, immediate Past Director, and, in addition, representatives from each member institution to include:</p>

	<ul style="list-style-type: none"> ● three faculty members (one of whom is the Professional Development Coordinator); ● the Chief Student Services Officer or designee; ● and the Academic Officer or designee. ● Faculty representatives shall serve for a two-year term. ● The member representatives shall be selected by means determined by the individual member institutions. ● Board membership shall include the University Transfer Center Directors of NCHEA's community college member institutions. ● Board membership shall also include two CSUSM students who are transfers from another member institution.” <p>The NCHEA Board suggested that the Bylaws may need to be reopened for revision to reflect adding classified staff to the membership of NCHEA, should the Board decide to modify members; and reflect the increase of \$800 contributed by each College (\$10,800 new total), to offset the 8% admin fee of CSUSM Corp.</p>
<p>Approve Minutes</p> <ul style="list-style-type: none"> ● Minutes from 10.3.19 	<p>MSC, DeMaris, Hastings to approve the minutes with a correction of a spelling error. All in favor.</p>
<p>Old and Ongoing Business</p> <ul style="list-style-type: none"> ● Budget Update (Marti Snyder) 	<p>Accounting for all outstanding grant requests and projected expenses, there is \$28,883 in available funds for the year.</p>
<p>New Business</p> <ul style="list-style-type: none"> ● Conversations with Colleagues: <ul style="list-style-type: none"> ○ Computer Science was held on 10.28.19 (Ben Mudgett) ○ Math scheduled for 11.15.19 ○ Nursing ● Review and Approve Collaboration Grants <ul style="list-style-type: none"> ○ Grants in progress <ul style="list-style-type: none"> ■ North County African Achievement Summit (possibly cancelled) ■ Rapid Response Theater 	<p>The Committee asked about turnout for the Math Department Conversations with Colleagues (CwC) and requests that an attendance list be provided by Luis Guerrero</p> <p>Kat Soto-Gomez recommended that sociology/social justice minded Colleagues get together or a CwC grant. This could be relevant to Palomar, as they recently approved a Social Justice degree that will begin in the fall.</p> <p>The Committee discussed taking a different approach to awarding Conversations with Colleagues grants. Kelly Falcone informed the committee that she has asked for a number of ideas for Collaboration Grants and offered to connect the college personnel to have a discussion, instead of simply making the application available. This resulted in a significant number of grant applications with very different concepts (ie. facilities and areas outside of instruction)..</p> <p>The Committee decided to pause the conversation on how to best solicit collaboration grants.</p>
<p>Upcoming NCHEA Events</p> <ul style="list-style-type: none"> ● NCHEA Holiday Party <ul style="list-style-type: none"> ○ Date: Scheduled for Thursday December 5th from 4-7pm ○ Location: TBD ● Tri-Campus Leadership Retreat <ul style="list-style-type: none"> ○ Date: Scheduled from Friday January 10th 11am-3pm. 	<p>The NCHEA holiday party/collaboration grant mixer will be held at Up in Smoke in San Marcos. It will be reserved as a private event. They will close down the place just for us. Up in Smoke will charge \$1000 for 100 people and provide appetizers.</p> <p>The event will also support each of the colleges' food pantries/nutrition centers. Non-perishable items can be donated, as well as cash donations, which will be divided equally among the colleges.</p>

- This was moved from 8am-1pm to 11am-3pm in order to reduce conflict with the SCPDF meeting already schedule from 8-11am.

- Location: Palomar College room LRC-438
- To Do: Need help organizing the structure for the retreat.

● **Tri-Campus Conference**

- Date: TBD
- Location: Palomar TBD
- Goal: Have sessions geared toward fostering collaboration with colleagues based on departments and/or topics for collaboration/connection.

The Tri-Campus Leadership Retreat will be held on January 10 at Palomar College in LRC 438. The event time will likely be changed to a later hour to allow for increased participation, as there is another event that morning that will be attended by a number of the colleges' administrators.

The Committee reviewed and awarded/denied the following grant requests:

Accounting Transfer Students, requests \$2,500

Denied and recommended to apply as a CwC grant.

The Committed cited the following reasons for denying the request:

- Did not feel that the grant request had enough collaboration and read that those who would attend/benefit would only be students of CSUSM (grant has potential to give students pre-advicing as the transfer, but this is proposed to happen only after students transfer to CSUSM)
- Cost of designing the flyer is excessive (\$500)
- Video costs also appeared expensive
- Does not meet the expectation of building relationships; only delivering a product

The Committee noted potential in for a CwC grant to bring students together from particular majors at CSUSM and provide advice to future transfer students on what to expect after transfer.

Contemplative Pedagogy/Learning Workshop: Funding for Keynote Speaker, requests \$3,000

Denied and recommended to apply as a CwC grant.

The Committed cited the following reasons for denying the request:

- Intent of the application appears to be only to qualify for reduced rates for conference registration; doesn't seem to be in alignment with NCHEA
- Conference appears to be of little benefit to local attendees vs. attendees from outside of the three colleges
- Request has conflicting information on how funds will be used
- Lack of collaboration

The Committee noted potential in for a CwC grant to bring the three colleges together to further discuss a variation of the proposed project that could benefit students from each college.

Humanities for the incarcerated project, requests \$3,000

Approved for \$3,000

HWY 78 math competition, requests \$3,000

Approved \$3,000

Project LIKE History and Heritage, requests \$3,000

Denied and recommended to apply as a CwC grant.

The Committed cited the following reasons for denying the request:

- Repeat applier. This is the third year this project has requested funds. Last year, the grant was approved for a reduced amount and instructed to seek funding outside NCHEA for future Project LIKE projects
- Grant is contingent upon student internship participation and last year's grant was jeopardized by interns withdrawing from the project
- Was approved the previous year but not for \$3000, just \$2000.
- Focus appears to benefit middle school students and not college students or college faculty.

The Committee noted potential in for a CwC grant to bring the three colleges together to further discuss a variation of the proposed project that could benefit students from each college.

Realities on arranged marriages \$1,300

Denied

The Committed cited the following reasons for denying the request:

- The project event is already planned to take place tomorrow
- The project lacks the collaborative piece.

Time's up on Rape Culture \$3000

Denied and recommended to apply as a CwC grant.

The Committed cited the following reasons for denying the request:

- Project was previous funded; Repeat applier

The Committee encourages applicants to seek funding for repeat grants from outside of NCHEA and recommends that future projects are more inclusive of students from CSUSM and Palomar.

Transfer Success Series, requests \$3,000

Approved \$3,000

Women Work \$3,500 (max \$3,000)

Approved for \$3,000, with request to pay for fees other than travel.

Undocumented scholars Mixer (\$3000)

Approved \$3,000

Upcoming Board Meetings

- [Review draft year outline for NCHEA, including meeting dates and topics for meetings](#)
- Next board meetings
 - November 7th
 - December 5th- HOLIDAY PARTY 4-6pm
 - No meeting in January
 - February 6th

- March 5th
- April 2nd
- Last meeting: President's Breakfast
April april 22nd