

**North County Higher Education Alliance Board Meeting
September 18, 2014 ~ 3:30-5:00 P.M. ~ MiraCosta College OC1202**

Minutes

Members Present: CSUSM: Elisa Grant-Vallone, Scott Hagg, Jackie Trischman, Katie Boggs, JJ Gutowski
 MiraCosta: Steven Deineh, Rica French, Jed Schlueter
 Palomar: Elvia Nuñez-Riebel, Kelly Falcone, Adrian Gonzales, Naomi Lowe

Members Absent: CSUSM: Maureen Fitzpatrick
 MiraCosta: Jane Mushinsky (sabbatical FA14), Mary Benard, Wendy Stewart
 Palomar: Berta Cuaron, Norma Miyamoto, Leanne Maunu, Phil De Barros

Recorder: MiraCosta: Lori Schneider

Topic	Information/Discussion	Action/Response
Call to Order	The meeting was called to order at 3:35pm.	
Introductions		
Approval of minutes		
Minutes of April 17, 2014	The Minutes for April 17, 2014, were approved.	MSC Approved
Announcements		
	<p>Sympathy Card for Maureen – Maureen’s husband passed away; Steven purchased a sympathy card to be signed and sent to her.</p> <p>Kudos – A Big thank you to Leanne and Glenda for their hard work and dedication to NCHCA over the last two years as Director and Coordinator respectively.</p>	
Old & Ongoing Business	<p>Update on June 4, 2014 Presidents’ Lunch – Steven reported that the lunch was successful. The presidents gave no clear directive on goals. Bob mentioned innovative strategies & Common Core, Karen mentioned Common Core, too, and said we need to be more informed at the colleges about what it is and its implications for our work. She also stated she likes multi-year funded programs which encourage meaningful collaboration. Dick mentioned accreditation and Distance Ed standards. Elvia mentioned that to be eligible for money grant requestors should attend Sundowner. Naomi suggested board members take a more active role in personally inviting people to attend in addition to our generic flyer. Oscar shared with us his experience tutoring kids under the new Common Core standards and mentioned that in supporting veterans he’s noticed female vets seem to be a forgotten population...</p>	

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	<p>Updated data on transfer students - Scott reported over 1700+ students transferred from MiraCosta(531) and Palomar(967) for the fall semester.</p>	
	<p>Budget Update - The FY15 year-to-date budget report as well as the end-of-year report for FY14 was reviewed and acknowledged.</p>	
	<p>Update on Google site for NCHEA website – Steven has looked into perhaps using WordPress or Google. Kelly and Rica offered to help with website options. The topic of updating the NCHEA logo was brought up. There was positive feedback for revising the logo again with the removal of the ‘3’ and somehow incorporating into the NCHEA name (substitute the 3 for the E). Scott volunteered his folks to develop a possibility. Steven will follow up with the Board when received.</p>	
	<p>Tri-Campus On Course workshop – Topic tabled.</p>	
	<p>Transfer Model Curriculum (TMC) project/discussion – Topic tabled.</p>	
New Business	<p>March meeting date - Steven reported that MCC & Palomar are off 3/16-21, CSUSM is off 3/30-4/4. March 26 was agreed to by the Board for the March meeting date.</p>	
	<p>This year’s goals and emphases – Steven proposed the following be the primary goals for this year. Consensus was reached on each goal.</p> <ul style="list-style-type: none"> •Spending our budget down – at the luncheon Elisa reported a couple large (nearly \$3000) grants pulled out. •Tracking collaboration/impact – keep data on how many students impacted, how many colleagues from each campus are participating, track DEPARTMENTS involved/utilizing NCHEA money (will allow us to target departments who are not utilizing us). Goal is to develop survey tool to develop baseline and gather data. Data to be gathered at this point is simply ‘how many’ people attended and from which at a sponsored function. •Increasing collaboration, more actively promoting tri-campus meetings. Board members actively promoting tri-campus individual, departmental, and even committee meetings. A suggestion was made to have branded Polo shirts made for the Board members to wear to events as a way to increase visibility. Steven will send out an email to all board members for final approval. 	
	<p>Funding Opportunities –</p> <ul style="list-style-type: none"> • Mini Grant (\$.01 to \$500.00) – This \$\$ will be included on the revised mini-grant form as well as questions #17 & #20 The board agreed to earmark \$5000 for mini grants. • Grant (\$500.01 to \$3000) – The \$\$ amount will also be included on the full grant application. The board agreed to earmark \$21,000 for full grants and reaffirmed to postpone the full grant proposal call until Spring 2015. • Coffee with (Cross Campus) Colleagues - Great idea and conversation regarding this topic – name was changed to ‘Conversations with Colleagues’. The board agreed to funding of \$8 per person and a total of \$100 for an activity. Facilitators must submit an attendee list and all original receipts to receive reimbursement. The board agreed to earmark \$1500 for Conversations. 	

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	<p>9/26 Common Core Workshop w/ Beth Smith (9:30-12:00) @ CSUSM – The Board previously agreed to donate towards the event. This topic was raised again to gain formal approval of the donation as well as to pay mileage for the speaker.</p> <p>The Board voted to contribute \$500 toward the event to help cover the parking and facilities charges (\$816). The Board also voted to cover Beth Smith’s mileage at current IRS mileage.</p>	<p>MSC Approved MSC Approved</p>
	<p>Upcoming event: Nov 20, 2014: Sundowner (4:30-7:00pm) @ Old Spaghetti Factory - Emphasis at this years’ event should showcase successful collaborations & advertise upcoming events, hopefully grant recipients can contribute a picture board from their events with more of a ‘working session’ feel; thinking of different venue and food option for next year. Event flyer to be distributed at the next meeting.</p>	
	<p>Upcoming event: Jan 30, 2015: Meaningful Metamorphosis: Transformative Educational Practices @ CSUSM – Tri-campus collaborative event. More information to follow at the next meeting</p>	
	<p>Announcements?</p> <p>Elvia announced there will be a Liberal Studies Major Workshop and Major Fair at Palomar on Sept 30. She invited the board and Counselors to attend.</p>	
Adjournment	<p>The meeting was adjourned at 5:02 P.M.</p> <p>Next Meeting: October 16, 3:30pm; MiraCosta College, Room OC1202.</p>	