



North County Higher Education Alliance

October 19, 2017
3:30 – 5:00 P.M.

NORTH COUNTY HIGHER EDUCATION ALLIANCE

CSU San Marcos • MiraCosta College • Palomar College

KELL 2413
CSU San Marcos

NCHEA Director, Elisa Grant-Vallone, CSUSM

NCHEA Coordinator, Sonia Perez, CSUSM

NCHEA Board Members

CSUSM: Maureen Fitzpatrick, Elisa Grant-Vallone, Kamel Haddad, Scott Hagg, Kimberley Knowles-Yanez, Pat J. Pardo, Cassie Wolff

MiraCosta College: Jim Sullivan, Diane Dieckmeyer, Lise Flocken, Jane Mushinsky, Alketa Wojcik

Palomar College:, Phil De Barros, PJ DeMaris, Kelly Falcone, Adrian Gonzales, Jack Kahn, Benjamin Mudgett, Elvia Nuñez-Riebel

Introductions

Approve minutes

Budget Update

Old & Ongoing Business

NCHEA grant- due 11/8/17 (review at November meeting)

New Faculty Mixer (December 7, 4:30 – 6:30)

Shift in Feb meeting

Adding Articulation Officers

Retreat – chairs or leadership topic/date

New Business

Review Evaluation form

Board Announcements

Next Board meeting is scheduled for Thursday, November 16, from 3:30 P.M. to 5:00 P.M. in KELL 2413.

Spring board meetings:

Wednesday, January 31, 2018, 8:30-10 am - in place of Feb 15th meeting

Thursday, March 15, 3:30- 5 pm

Thursday, April 19, 3:30 – 5 pm (review of grants)

Wednesday, April 25, 8:30 – 10 am (President's Breakfast)



NORTH COUNTY HIGHER EDUCATION ALLIANCE

CSU San Marcos • MiraCosta College • Palomar College

**North County Higher Education Alliance Board Meeting
October 19, 2017**

Minutes

Members Present:

CSUSM: Elisa Grant-Vallone, Maureen Fitzpatrick, Kimberley Knowles- Yanez, Pat J Pardo, Cassie Wolff
MiraCosta: Jane Mushinsky, Jim Sullivan, representative for Lise Flocken
Palomar: Kelly Falcone, Phil De Barros, Elvia Nuñez-Riebel, Phil De Barros, P J DeMaris

Members Absent:

CSUSM: Scott Hagg, Kamel Haddad
MiraCosta: Diane Diekmeyer, Alketa Wojcik
Palomar: Jack Kahn, Adrian Gonzalez

Coordinator:

CSUSM: Sonia Perez

Topic	Information/Discussion	Action/Response
Call to Order	The meeting was called to order at 3:30 PM	
Welcome and Announcements		
Old & Ongoing Business		
Approval of Minutes	Minutes were approved	
NCHEA Grants	<ul style="list-style-type: none"> • NCHEA grant was updated and sent to campuses- due date 11/8/2017 • We added a requirement for grant recipients to use a standard evaluation form at the end of each event. In addition, emails from all contributors to the grant will be required. This will allow the Board to more carefully consider outcomes of the grants. 	Falcone is developing brief online form that could be on the NCHEA website.
New Faculty Mixer	<ul style="list-style-type: none"> • The Board discussed the best format for the new faculty mixer. To make it personable, I Kelly Falcone offered to host at her house near Palomar College. NCHEA will pay for appetizers and board members will bring drinks to share with new faculty. An evite will be sent soon. 	
Shift in Feb meeting	<ul style="list-style-type: none"> • We will have one morning meeting on January 31, 8:30-10 am in place of Feb 15 meetings- with the hope that senior administrators will be able to attend (since Thursday afternoons are quite 	

Topic	Information/Discussion	Action/Response
	<p>The hosting institution is responsible for selecting a staff member to support NCHEA. This individual must work closely with the Fiscal Agent (CSUSM Foundation), shall keep regular books of account and shall submit them, along with all other relevant records, to the Board for its examination and approval as often as it may require.</p> <p>While the bylaws clearly stipulate Faculty Director compensation, how the staff member will be compensated is not stated and that has resulted in discrepancies. The last two times NCHEA was hosted at CSUSM, the staff person was paid \$5,000 a year for their work (CSUSM paid through overtime). At MC and Palomar, the staff person was reassigned time to work on NCHEA (without additional compensation); Board members feel that staff should receive monetary compensation for their time. The Board recommends that the bylaws state a minimum number of hours rather than a dollar amount. It was recommended that the position be compensated at a minimum of 20 hours per month.</p>	
Upcoming event(s):	Save the date: Tri-Campus Teaching Conference, Feb 26th, 2108	
Adjournment	<p>The meeting was adjourned at 5 p.m.</p> <p>Next Meeting: Wednesday, Jan 31, 8:30- 10 am. @ CSUSM, KELL 2413</p>	