



NORTH COUNTY HIGHER EDUCATION ALLIANCE

CSU San Marcos • MiraCosta College • Palomar College

**North County Higher Education Alliance Board Meeting
September 8, 2016**

Minutes

Members Present: CSUSM: Elisa Grant-Vallone, Scott Hagg, Maureen Fitzpatrick, Louis Adamsel (student) and Yumary Vaquez (student)
MiraCosta: Steven Deineh, Jane Mushinsky,
Palomar: Kelly Falcone, Phil De Barros, Benjamin Mudgett, and Elvia Nuñez-Riebel

Members Absent: CSUSM: Suzanne Hizer
MiraCosta: Kelly Hagen, Mary Bernard
Palomar: Joi Blake, Adrian Gonzalez, Dan Sourbeer, Brian Stockert, Alketa Wojcik

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	Grant-Vallone welcomed everyone to the new year and introductions were made by all members of the board. Grant-Vallone provided an overview of NCHEA, past goals, and objectives of NCHEA and reviewed themes that were discussed at the Presidents’ luncheon. Some ongoing themes to consider for this year were identified: <ul style="list-style-type: none"> • Continue to expand cross-campus networking opportunities (through Conversations with Colleagues, Deans Retreat, teaching and learning conference, etc.) • Continue to fund grants that focus on collaboration between the three campuses and include follow-up activities that close the loop. • Increase advertising and awareness of NCHEA (through grants, new faculty meet, and greet, etc.) • Increase focus on successful transfers • Provide more structure around follow-up/samples of grants 	
Old & Ongoing Business		
Approval of Minutes	Minutes were not approved, so need to be approved at the Oct meeting.	Approve May minutes at Oct meeting
Budget Update	Perez reported: The NCHEA shadow budget was not accurate in the PeopleSoft Data Warehouse reports; UARSC didn’t provide these reports to Lori Schneider, NCHEA Coordinator for the AY 2015/16. The shadow report indicated a balance of \$27,222.72 instead of \$35,225.97. Some reimbursements were	

Topic	Information/Discussion	Action/Response
	<p>pending on PeopleSoft since December and were also missing on the shadow budget. Perez was able to access these reports because she works for CSUSM and has resolved this issue. Perez suggested that in the future, when the NCHCA moves to Palomar or MiraCosta, UARSC should give access to the NCHCA coordinator to run reports and avoid these conflicts.</p> <p>Perez reported that NCHCA has received the allocation of \$10,000 from each college to cover expenses for the AY 2016/17.</p>	
<p>Presidents Luncheon Recap</p>	<p>Themes from the luncheon were discussed. Because the CSUSM President was not able to attend the luncheon and the MC President is new, the board discussed the possibility of a fall or early spring meeting with the Presidents rather than waiting until the end of spring semester to get together again. In addition, the importance of the VPs attending the meetings was also discussed. Something to consider, if monthly meetings are difficult, is a once a semester model for senior administration to be at the meeting on the same day.</p>	<p>Haddad will reach out to senior administration to discuss meetings</p>
<p>New Business</p>		
<p>Leadership Training</p>	<p>One theme that was discussed at the President's lunch related to leadership training. Mudgett discussed a program entitled "Leading from the Middle" which is run by RP group. The Board discussed if we could possibly conduct some type of similar training on our three campuses.</p>	<p>Explore possibility for training</p>
<p>Grants</p>	<p>Full Grants – 2 full grants were reviewed and discussed.</p>	
	<p><i>4th Annual World Languages Symposium</i></p>	<p>Unanimously approved for the full amount requested (\$2500)</p>
	<p><i>The other end of the Telescope</i></p>	<p>Unanimously approved for full amount requested (\$3000)</p>
	<p>The Board suggested posting final reports for grants on the website.</p> <p>Perez noted that since March 2016, we have been trying to contact Lily Glass, a speaker for the grant "Digital Drawing" for her payment and she has not responded. The Board agreed that the Glass payment should be cancelled since the grant procedures show that original receipts and documents supporting the activity should be submitted, along with the report, within two weeks of the completion of the activity.</p>	<p>Perez will post these reports and email Glass with the Board decision.</p>
<p>Deans & Administrators Retreat</p>	<p>The Board briefly discussed whether or not we want to have the retreat this year and if so what the focus would be. Further discussion needed.</p>	<p>Follow-up at next meeting.</p>
<p>ADTs</p>	<p>Haddad discussed the importance of associate degree transfer agreements and the need for the key leaders on each campus to further discuss ADTs. Mudgett and Deineh followed up with emails to</p>	<p>Follow-up at next meeting.</p>

Topic	Information/Discussion	Action/Response
	appropriate people at Palomar and MiraCosta. We discussed whether or not it would be possible for the NCHEA to help organize articulation/transfer meetings for majors or colleges. Ideally, NCHEA could help organize space and food for these types of meetings. Further discussion of possible next steps needed.	
Upcoming event(s):	The New Faculty Meet & Greet will be held at Acapulco on September 22 (Wed) from 4:00-6:00pm.	
Adjournment	<p>The meeting was adjourned at 5 p.m.</p> <p>Next Meeting: Thursday, October 13, 3:30-5 p.m. @ CSUSM, KELL 2413</p>	