



SAN DIEGO MESA COLLEGE ACADEMIC SENATE

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APPROVED: 11/14/05

ACADEMIC SENATE **October 24, 2005 – 2:00 p.m., H117/H118** **Minutes**

PRESENT: Becca Arnold, Bill Brothers, Donna Budzynski, Leslie Cloud, Gail Conrad, Ailene Crakes, Michael Crivello, Margaret Fickess, Shirley Flor, Edith Flourie, Madeleine Hinkes, Gary Holton, Ken Kuniyuki, Mario Lara, Cesar Lopez, Carl Luna, Guillermo Marrujo, Andrea Marx, Joe Mac McKenzie, Jonathan McLeod, Francisca Rascón, Michael Reese, Erin Rempala-Kim, Cynthia Rico-Bravo, James Romeo, Ron Ryno, Jeremy Sanders, Jean Smith, Erica Specht, Paul Sykes, Will Tappen, Terrie Teegarden, Tracy Tuttle.

EXCUSED ABSENCES: Trish Mendoza, Marilyn Schenk's proxy to Carl Luna, Michelle Tucker, Bonnie ZoBell.

ABSENT: Barbara Buchanan, Laura Collins, Karl Engstrom, Dwight Furrow, Bill Hoefler, Terry Kohlenberg, Starla Lewis, Terrence Lynberg, Sally Murdock, Kevin Murphy, Pedro Olvera, Dickson Phiri, Vivien Steger.

CALL TO ORDER was made by President Carl Luna at 2:02 P.M.

President Carl Luna announced that guest Ron Perez, Vice President of Administrative Services, would present prior to public presentations.

Ron Perez, Vice President of Administrative Services, briefly discussed his employment background. Senators are urged to attend a briefing by Vice Chancellor Terry Davis on Proposition "S" update on Tuesday, November 1, at 2:00 p.m., in H-117/118.

A survey is being sent out on how administrative services can improve services for faculty and staff.

Vice President Perez indicated that after November 1, he will have access to budgetary information for Mesa College.

PUBLIC PRESENTATIONS - Jean Smith reported that over \$13,000 has been raised for the Hurricane Katrina Relief Fund. Tickets will be sold on October 25 and 26 in the Information Booth, in front of the cafeteria, for a drawing to win a 1 week stay in Ireland, with rental car.

Jeremy Sanders reported that Associated Students (A.S.) had a successful fall election. The position of Vice President and seven Senator positions were filled. Seventy-five percent of the committees are filled.

A.S. is looking for students or faculty to volunteer time to work on the Student Health Fee opinion poll. The opinion poll is to solicit feedback from both day and evening students regarding the

- Resolution 05.10.2: Visitor/Volunteer Conduct was voted down by the Senate on October 10 and sent back to the originating committee for review. This policy will not go to the Board of Trustees. President Luna mentioned that Conrad would like faculty to provide any anecdotal data to her at ext. 2539.
- State Chancellor Mark Drummond will be visiting the San Diego Community College District (SDCCD) on Tuesday, October 25. He will tour the Mesa College campus and have an open forum in Conference Room H-117/118.
- SDCCD Board of Trustees will hold a site meeting at Mesa College on Thursday, October 27 from 4:00 p.m. to 5:30 p.m., in Multipurpose Rooms I-423/424, on the second floor, of the Student Services Center.

Budget and Planning Council

- Vice Chancellor of Business Services Terry Davis made a presentation on the budget. Highlights included the productivity factor for both summer and intersession.
- Full Time Equivalent Student (FTES) is still behind by several hundred students for the District and Mesa College. We rolled a large number from summer.
- Over \$45 million has been spent from the general budget; 16% is used for classified salaries, 15% on benefits, 64% on Faculty Salaries and 3% on operating costs.

District Governance Council

- The District would like to maintain \$13 for student health fees for all students and eliminate the waiver of the fees. Conrad mentioned that Student Services Council (SSC) recommended that those students receiving Board of Governor (BOG) A and C pay the student health fees, since BOG B recipients would not be able to cover the cost. Cavada expressed the opinion that the health fee should be lowered to \$10 for all students. Sanders indicated he would report the results of the Student Health Fee Opinion Poll as soon as it is available. President Luna suggested creation of a resolution to address elimination of BOG A and C and to charge \$10 in fall 2006 for student health fees.

Board of Trustees

- Last meeting was held on October 11.
- Two Mesa College faculty members and up to 11 students enrolled in the National Institute Bridges to the Future program were authorized to attend the annual Biomedical Research Conference for Minority Students in Atlanta, GA.
- Mesa College student Kerry Drake was appointed for one year to the Proposition "S" Citizens Oversight Committee. The two-year terms of Honorable Federico Castro and Barry Newman were amended to one-year terms.
- Dean Kit Foster and Vice Chancellor of Human Resources Wayne Murphy reported on the implementation of the Management Feedback Survey as a supplement to the Management Appraisal Process.

OLD BUSINESS

A. Resolution 05.10.3: Delegate Voting Authority for Plenary

Resolved, that the Academic Senate for San Diego Mesa College delegated its voting authority for the fall 2005 Plenary Session to the Mesa Academic Senate President or his designee.

Motion passed unanimously.

B. Ad-hoc committee on hiring policies and procedures will meet within the next two weeks. Luna highlighted information that he received from Vice President Elizabeth Armstrong on current hiring policies and procedures that are being used.

- The Board, acting on the Chancellor's recommendations, acts on all personnel appointments.

- The Academic Senates have the legal responsibility and authority to develop the hiring criteria, policies, and procedures jointly with the representatives of the Board.
- The Faculty derives its authority from their expertise as teachers and as subject matter specialists as noted in Assembly Bill 1725.
- The Department and the Dean shall be responsible for the preparation of the Job Description.
- The Dean and the Department Chairperson complete the "Selection Committee Roster" and forward it for sign-off by the President.
- The Dean convenes the Selection Committee.
- All members of the Selection Committee shall elect a Chairperson from those listed in paragraph 3. a, b, or c.
- Serving as a Selection Committee Chairperson shall be considered as duties within the scope of the Manager's or Faculty members' job description and regular assignment.
- The Committee will formulate its recommendations in terms of strengths and weaknesses and shall submit an unranked or a ranked list of the best qualified finalist(s) to the President of the College. If the Committee chooses to rank the finalists, the ranking must be validated as required under the Federal Uniform Guidelines on Employment Selection Procedures.
- The selection of the finalist to be recommended to the Chancellor and Board of Trustees shall be made by the College President, in joint consultation with the Selection Committee Chair, the area administrator, and other members of the Selection Committee, as agreed upon by the Committee.
- The Academic Senates will review yearly the hiring process. The Senates, after consultation with the Departments, will make recommendations to the Board of Trustees on necessary changes in the hiring policies.

C. Flex parking issues – Further clarification is needed on where faculty should park when a Special Event is held on campus. President Luna will confirm with Debra Picou, Parking Supervisor, whether faculty are allowed to park in student parking or carpool spaces. A survey will be sent out by President Luna via distribution list (DL) regarding input on Flex parking issues.

D. Transfer issues with online classes – At the last Senate meeting, concerns were raised on the transferability of courses taught online. President Luna noted that Jim Wales, Counseling, indicated there are no problems with any Mesa classes transferring. Conrad added that an agreement exists throughout the state, which says that if a class has been approved through CurricUNET, then it is transferable. Arnold requested that the Articulation Officer and Transfer Coordinator speak at a future Senate meeting regarding this issue.

NEW BUSINESS

- A. Resolution 05.10.4 Formation of Ad-hoc Committee for Online Courses** – Vice President Specht clarified she is bringing this resolution on behalf of Hank Beaver and Bob Michaels.

Whereas, online instruction is becoming an increasingly significant element of Mesa College's overall course offerings;

And whereas, faculty should take the lead in the development and implementation of online courses and resources;

Be it therefore resolved, to establish an Ad-hoc committee of the Academic Senate to oversee the development of online courses and to identify and ensure the resolution of inherent issues concerning online courses.

M/S Specht/Teegarden

- B. American Federation of Teachers (AFT) & District Compensation Survey** – President Luna will email the list of college districts that are being used for the compensation survey for faculty, administrators and staff. AFT recommended including San Francisco Community College District on the list of comparisons.

ANNOUNCEMENTS

- One faculty member can be nominated for The Hayward Award for Excellence and Education. Applications must be received in the State Academic Senate office by 5:00 p.m. on December 2, 2005.
- President Luna requested faculty provide him with anecdotal data on current and past hiring policies and procedures. Data may also be submitted to Sondra Frisch, Site Compliance Officer.
- AFT Mesa representative Chris Dawes will report to the Senate as to how far along AFT is in the salary comparison survey.

NEW BUSINESS

- Conrad recommended postponing the draft of the Health Fee resolution until more information can be provided by Jeremy Sanders on the Student Health Fee Opinion Poll.

ADJOURNMENT was made by President Luna at 3:12 P.M.

Next meeting will be on November 14, 2005, in Room H117/H118 at 2:00 P.M.

Respectfully submitted by
Cynthia Rico-Bravo, Senate Secretary and
Ruth San Filippo, Recording Secretary.