



SAN DIEGO MESA COLLEGE ACADEMIC SENATE

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APPROVED: 11/05/07

MESA ACADEMIC SENATE October 8, 2007 – 2:15 P.M. - 4:00 P.M. – H117/118 Minutes

PRESENT: Chris Althaus, Bill Brothers, Jan Clymer, Mike Crivello, Adrienne Aeria Dines, Margaret Fickess, Dwight Furrow, Bob Gordon, Paula Hjorth-Gustin, Madeleine Hinkes, Holly Hodnick, Bill Hofer, Gary Holton, Geoffery Johnson, Leroy Johnson, Ken Kuniyuki, Georgia Laris, Susan Lazear, Joe Mac McKenzie, Jonathan McLeod, Tricia Mendoza, Val Ontell, Francisca Rascón, Michael Reese, Cynthia Rico-Bravo, Ron Ryno, Joseph Safdie, Mike Sanchez, Marilyn Schenk, Barbara Sexton, Shannon Shi, George Svoboda, Paul Sykes, Terrie Teegarden, Manuel Velez, Farshid Zand, Bonnie ZoBell

ABSENT: Mark Abajian, Nathan Betschart, Leslie Cloud (excused), Laleh Howard, Nina R. Lopez, Andrea Luoma, Carl Luna, Dina Miyoshi, Erica Specht, Michelle Tucker (proxy to Safdie), Duane Wesley

I. **CALL TO ORDER** was made by President Terrie Teegarden at 2:20 P.M.

II. PUBLIC PRESENTATIONS

- A. **Associated Student Body (ASB) Representative** – Absent
B. **Public** - None

III. GUESTS

- A. **Anthony Reuss (Interim Dean, Student Affairs) – Online seminar on "Student Misconduct in the Classroom" and Voter Registration Week activities.**
- An invitation will be sent out for an online seminar on October 24th (Wednesday) from 10:00 A.M. to 12:00 P.M. entitled "*Student Misconduct in the Classroom.*" The seminar will address how to handle disruptive student behavior appropriately and legally. Dr. Gerald Amada will be the presenter, who was a formal director of the Mental Health Program at San Francisco City College. Flex credit will be available and a CD will also be purchased on his presentation.
 - Voter Registration Week activities are planned for October 22-26. The AS and student club organizations will be involved and would like everyone to be involved because of the community college initiative. In the past, some professors allowed the AS and clubs to make a presentation in their class(es). An email will be sent out announcing this event. There will be three (3) collection booth sites: 1) in front of quad; 2) admissions; and 3) LRC café.
 - Our student club organizations have been successful in finding faculty advisors; however, the "Latter Day Saints Association" is looking for one. An adjunct professor expressed interest but won't be able to

participate until spring because she is at 0.5. President Teegarden sent an email to Dean Yvonne Bergland regarding this issue, but President Teegarden will need further clarification on the response. Someone suggested the adjunct contact Jim Mahler for advice.

B. SLOs (Joe Safdie) – Two handouts were distributed electronically. The first one was a breakdown of the five-year Program Review cycle, with selected pages from the Program Review handbook that referred to SLOs, and the second was a more reflective piece about how Safdie is approaching his job as SLOAC coordinator. He also distributed a few hard copies of the six college-wide student learning outcomes that were adopted in 2005. They are:

1. Critical Thinking;
2. Communication;
3. Self-Awareness & Interpersonal Skills;
4. Personal Action & Civic Responsibility;
5. Global Awareness;
6. Technological Awareness

The Accrediting Commission for Community and Junior Colleges (ACCJC) mandated that every college have a functioning institutional framework for SLOs; attaining "Proficiency" status on their most recent rubric would involve that "Student learning outcomes and authentic assessment of them be in place for courses, programs, and degrees." "It's not necessary, however, for programs to assess ALL of the outcomes; they could start with just one, and are not linked to the ones the college has defined."

Student Service areas have now been added to the academic programs and disciplines in the five-year Program Review Cycle, so they'll have to conduct assessment of SLOs as well; administrative services will also come on board during the next academic year, needing to show that their policies support the student learning that is taking place on campus.

He referred to the handout on Program Review for Year One, which is the most important year since that's the year that SLOs have to be defined and their assessment methods noted.

For following years (two, three, four, and five), the process involves reviewing and assessing Year One. He described it is common for one person, usually the lead writer, to write the report and submit it for the department but then no discussions follow on what we want our students to learn. Discussions followed and a senator asked for advice because her department is not addressing all of the 6 college SLOs. Safdie clarified she could select a few of the areas now and adopt the other ones in subsequent years. Another question came up on how departments prove assessments are done correctly and what level of evidence is required. Portfolios are one method that can be used as proof and the department can decide how much proof they want to keep. Safdie referred to pages four (4) and five (5) of the handout which addressed progress made by the program and services area in the development and implementation of the College's SLOs at the Associate Degree (AS) level. Laris raised a concern that there is pressure from accreditation and from the state to meet the chart's deadlines. Another way to measure what students have learned is to ask them assessment questions to see what they've learned, or use as a pretest.

Safdie announced he plans to offer a Flex workshop on SLOs for January 2008. He recommended that departments and service areas create a mission statement if one doesn't already exist as a first step toward developing learning outcomes they can work with.

IV. **APPROVAL OF SENATE MINUTES OF September 24, 2007 with amendments.**
M/S/U **Rico-Bravo/McLeod**

V. **REPORTS**

- A. **Treasurer** – Michael Reese reported the Senate checking account has \$899.15 and \$1,365.35 in savings.
- B. **Academic Affairs** – Bill Brothers announced the committee is still looking for a volunteer from English, Humanities, Career/Technical and Counseling. Those who expressed interest were Mike Sanchez (Physical Education) and a History professor.
- C. **Professional Development Committee** – None
- D. **Committee of Chairs** – Georgia Laris reported on the following:
- Fall Deans and Chairs Retreat was held on September 28th at Mission Trails Regional Park. It was discovered by the Board of Trustees that Mesa’s mission statement does not address diversity. A long list of concerns were generated and documented under the “*Issues Bin*”. Departments should discuss how their programs relate to the college mission statement.
 - On October 10th, Vice President Ron Perez will address the budget process, facilities and construction of new buildings.
 - Chairs plan to continue discussion on class cancellations as a follow up to President Rita Cepeda’s September 14th meeting (i.e., why should classes less than 35 students enrolled still convene).
 - At September 10th meeting, chairs queried and voiced concerns to Jim Mahler.
- E. **Vice-President** – Cynthia Rico-Bravo reported Career/Technical faculty are desperately needed to serve on the following committees:
1. Flex Subcommittee;
 2. Program Review Committee;
 3. Professional Development Committee

For further information, contact Rico-Bravo at ext. 2471 or cbravo@sdccd.edu. Holton cautioned adjuncts to verify that the Constitution does allow them to serve on committees. ZoBell replied adjuncts can serve but they are required to file an independent study project and get it approved.

- F. **Curriculum Chair** – Paula Hjorth-Gustin encouraged everyone to see curriculum coordinator Elizabeth Castaneda with any curriculum concerns. Interior design has been successful for submitting four (4) requests to be activated quickly in CurricUNET.

She informed the senate how private universities can be selective on deciding if they will accept online classes. USC, for instance, *will not* accept online classes for foreign languages, speech, and labs. USD has a policy that they *will not accept any online classes for transfer*. Hjorth-Gustin mentioned the curriculum process also applies for online courses (i.e., English) which had to be approved for it to continue.

G. President – Terrie Teegarden reported she was unable to attend meetings because she was away on district business to present on Basic Skills. Instead, Rico-Bravo attended on behalf of President Teegarden.

1. President's Cabinet (Reported by Cynthia Rico-Bravo) -

- Faculty positions – Approval was given to release nine (9) classroom faculty positions for hiring, two that were vacated during the tenure review process (Art and Biology), and seven others.
- The Art and Biology positions may be filled as early as spring 2008, while the remaining seven positions are effective for fall 2008. These positions will be determined using the criteria outlined in the Mesa Faculty Hiring Policy. The policy and documents for application are available on the Mesa College website. Deadline for applications is November 2, 2007.
- Charles Hogquist, Chief of Police, is required by law (Clery Act), to present on any crimes on campus and on public property to Mesa College. He distributed a handout which gave an overview and highlights of crimes. It listed crimes decreased by 7% in 2006 over 2005. District wide crimes decreased by 31.3% and the City of San Diego saw a 2.3% reduction in their crime rate in 2006 over 2005.

2. District Governance – No information to report.

3. Board of Trustees – Unable to attend; away on District Business.

4. Other - None

VI. OLD BUSINESS

A. Finals week – After several senators voiced their concerns, the sense of the senate was that most faculty do not want this. The information was sent to students for input.

B. Equivalency – President Teegarden and Gary Holton are in the process of revising this process, which mainly addresses the process to use for adjuncts. President Teegarden agreed to provide updates on this topic. Legally, the process cannot be different for adjunct and contract.

C. Enrollment management – skipped

VII. NEW BUSINESS

A. Basic Skills – There is a new pamphlet entitled "Basic Skills as a Foundation for Student Success in California Community Colleges".

VIII. ANNOUNCEMENTS - None

IX. ADJOURNMENT was made by President Teegarden at 4:00 P.M.

Next meeting will be on October 22, 2007, in LRC-438 at 2:15 P.M.

Respectfully submitted by
Madeleine Hinkes, Senate Secretary, and
Ruth San Filippo, Recording Secretary.