



## SAN DIEGO MESA COLLEGE ACADEMIC SENATE

7250 MESA COLLEGE DRIVE, SAN DIEGO, CA 92111-4998 (619) 388-2733 FAX (619) 388-2929

**APPROVED: 10/10/05**

### **ACADEMIC SENATE** **September 26, 2005 – 2:00 p.m., H117/H118** **Minutes**

**PRESENT:** Becca Arnold, Bill Brothers, Donna Budzynski, Leslie Cloud, Laura Collins, Gail Conrad, Ailene Crakes, Margaret Fickess, Edith Flourie, Dwight Furrow, Madeleine Hinkes, Bill Hoefler, Gary Holton, Ken Kuniyuki, Mario Lara, Cesar Lopez, Carl Luna, Terrence Lynberg, Guillermo Marrujo, Joe Mac McKenzie, Jonathan McLeod, Trish Mendoza, Pedro Olvera, Francisca Rascón, Michael Reese, Erin Rempala-Kim, Cynthia Rico-Bravo, Ron Ryno, Jean Smith, Erica Specht, Paul Sykes, Will Tappen, Terrie Teegarden, Tracy Tuttle, Bonnie ZoBell.

**EXCUSED ABSENCES:** Marilyn Schenk and Michelle Tucker's proxy was given to Carl Luna.

**ABSENT:** Barbara Buchanan, Michael Crivello, Karl Engstrom, Shirley Flor, Terry Kohlenberg, Starla Lewis, Andrea Marx, Sally Murdock, Kevin Murphy, Dickson Phiri, James Romeo, Vivien Steger.

**CALL TO ORDER** by President Carl Luna at 2:05p.m.

**PUBLIC PRESENTATIONS.** - None

**GUESTS:** Luna announced that after introductions he would introduce Dr. Rita Cepeda, President of San Diego Mesa College after her arrival.

**Damon Bell, Interim Dean, Student Affairs,** briefly addressed the Senate about his interim duties. It has been communicated to him that the campus has been requesting workshops on how to resolve classroom conflict/behavior and he will be working on that. One senator asked that Dean Bell also explore the development of behavior guidelines for students who are taking online classes.

**Professor Joyce Carrigan, Interim Associate Dean, Humanities and Languages,** also gave a brief review of some of her current projects and announced changes of the chairs of Languages, Interim Chair: Jeff Berry and Assistant Chair: Edith Flourie for this academic year.

**APPROVAL OF SENATE MINUTES OF 09/12/05** as amended.

**M/S/U**                      **Sykes/Specht**

#### **REPORTS**

**A. Academic Affairs Committee Co-chair Ailene Crakes** announced that an ad-hoc committee of Academic Affairs has been convened to review the college Mission Statement.

**B. State Representative Gary Holton** reported that the District is required to have a diversity hiring plan. He indicated that in the past the Equity and Diversity Statewide Committee waited for direction from the Chancellor on Proposition 209. This is (Prohibition against discrimination

or preferential treatment by state and other public entities. Initiative constitutional amendment.) President Luna will bring this topic up at District Governance Council (DGC).

- C. Professional Development Committee Chair Bonnie ZoBell** reported that the deadline date will tentatively change from Thursday, February 16, 2006 to Wednesday, February 22, 2006 to submit Sabbatical applications to the school dean/manager. She emphasized the department chair must sign and review it first. The calendar change was done as a result of a conflict between contract language and a 4-day holiday. She indicated that this is currently being negotiated.
- D. Chairs Committee Chair Will Tappen** announced that on Wednesday, September 28, they will have their first Joint Chairs/Deans meeting. He urged people to contact their department chairs if they had issues they wanted to add to the agenda.
- E. Vice President Erica Specht** currently has four volunteers on the Accreditation Midterm Report Committee but is looking for an additional five volunteers to help prepare reports. She is also looking for a faculty member to volunteer on the Strategic Planning Committee to assist with planning efforts.

Monica Romero, from the Transfer/Career Services office, is seeking a faculty member from each school to participate on an ad-hoc committee, which will focus on strategic planning of career services for the campus. Tentatively, the committee will meet monthly on Friday's at 12:00 p.m. Please contact Monica at ext. 2473 if you are interested in serving on this ad-hoc committee.

Dean Jodi Corliss, School of Social/Behavioral Sciences and Multicultural Studies, requested a volunteer to attend the SDICCA (San Diego Imperial Counties Community Association Colleges) regional meeting on Friday, October 7.

**F. President Carl Luna** reported:

**1. President's Cabinet**

- Mesa College enrollment is low by 6%. When the economy is good, we do not get as many students enrolling in classes. Imperial Valley is growing in their target projections for enrollment.
- No data is available on intersession enrollment trends for evening and Saturday classes. A request was made to Assistant Chancellor Lynn Neault, Student Services, to provide the data.
- A hybrid position was awarded for GIS (Geographical Information Systems), but after a one-year search, no candidate was hired. The decision was to fill it with a geography instructor. Currently, there is nothing in place to address changing a job description after it has been announced. The Administration is aware that the process must be maintained, but they will make exceptions for special circumstances.
- Luna requested Vice President Elizabeth Armstrong, Instruction put an expiration date on a right to fill a position in a department. He urged departments to have a hiring plan in place. He explained that, as per the process, if the position is not filled within 15 months, it will go to the next priority job on the priority list. Tappen added the deadline to submit hiring priorities to the Vice President of Instruction is **Friday, November 4**. Training on this topic will be discussed at the Joint Chairs/Deans meeting on Wednesday, September 28. The Strategic Hiring Plan includes classroom and non-classroom hiring for the Learning Resource Center (LRC) and the Counseling department. The college will release 12-16 positions to be filled.

**2. Budget & Planning Council**

- Did not meet (nothing to report)

### 3. Student Services Council

- Forty percent of students taking intersession classes are taking additional classes. According to Assistant Chancellor Neault, more adjuncts are teaching during intersession because more contract faculty take the time off. Overall, this does not affect the 75/25% ratio.
- Academic Senate presidents are invited to attend Student Services Council meetings, but they are prohibited from voting on the academic calendar to plan for intersession. The academic calendar impacts scheduling for facilities and certain labs.
- Accuplacer instruments are in place to test for Math and English.
- Luna reported that the Educational Policy Review Committee created as a subcommittee of District CIC (Curriculum Instructional Council) is still looking to set a date for its first meeting.

### 4. District Governance Council

- The DGC is pushing for statewide equalization.
- They want to bring more equity to credit and non-credit classes.
- Luna indicated there is a need for more feedback from faculty on tutoring center codes. He requested issues of concern be documented and sent to him before he brings this up for discussion with the governing body and Vice Chancellor Neault.
- Board of Trustee Rich Grosch is running for District 2 Council seat that was formally held by ex-councilmember Michael Zucchet. Trustee Grosch is endorsed by AFT.
- A Cingular Wireless representative discussed the possibility of increasing wireless signal strength at the Miramar campus. McLeod requested more information on the cell tower from Vice Chancellor Terry Davis, Administrative Services. Conrad informed everyone that Mesa's Business Services office has a binder that Vice Chancellor Davis created on Proposition S issues.

## OLD BUSINESS

**A. Ad-hoc Committee on Hiring Policies and Procedures** – Luna reported the Academic Senate Executive Committee decided to develop an ad-hoc committee on hiring policies and procedures, which would include a member from each department. Members include Luna, Crakes, Specht, Tappen, Jim Wales, Chris Dawes, Joyce Skaryak (or classified designee), Sondra Frisch, and Vice President Armstrong (non-voting member). The ad-hoc committee is still deciding on a meeting date and time. It was apparent at the last Academic Senate meeting that what occurs at each college, District, federal and AFT deviate from the policies and procedures. Luna asked that everyone provide details to him, which he will present to the ad-hoc committee for further discussion. The group would like to establish what official hiring screening policies and procedures are first before making any recommendations.

**B. San Diego Mesa College Goals 2005-2006 moved to new business.**

## NEW BUSINESS

**A. Counseling Faculty Role Paper** – Rico-Bravo discussed that the Counseling department was inspired to create this by the statewide Academic Senate. Counseling is presenting their role paper to the Academic Senate for approval. Holton moved that we adopt the Role Paper as a position paper of the Senate.

**M/S**                      **Holton/Specht**

**B. San Diego Mesa College Goals 2005-2006** – Luna recommended adopting the goals and coming up with a more detailed plan of new Mesa College goals in the future. It was suggested by Luna that a motion be made to suspend the rules and approve the goals to present to President's Cabinet. A motion was made to suspend the rules to allow the introduction, debate, and vote on a resolution to endorse the Mesa College goals.

**M/S/U**                      **Teegarden/Conrad**

A motion was made to approve the goals.

**M/S/U                      Teegarden/Conrad**

**C. Volunteer/Visitor Conduct Expectations** – Conrad distributed a handout informing everyone how to deal with issues regarding volunteers and visitors conduct on campus. A motion was made by Conrad to create a resolution for Academic Senate to support this.

**M/S                              Conrad/Specht**

Luna interrupted the meeting to announce that Dr. Rita Cepeda, President of San Diego Mesa College had arrived. He introduced her and welcomed her to the meeting.

**Dr. Rita Cepeda**, President of San Diego Mesa College mentioned that Mesa College has an excellent process for shared governance, and she described her belief in it. She volunteered to attend meetings anytime, if invited. She felt that the District and college are weak in planning, as was noted in the accreditation process. With the help of a campus researcher, data analysis will help us improve on planning. President Cepeda raised concern on notions of global competence and how can we get there. She would like to get ideas on how to improve student interaction between diverse groups. Specht mentioned that Festival of Colors helps to address this problem, but this activity should be extended for a few days longer.

Dawes is concerned with costs involved in hiring a researcher.

The meeting continued with further discussion on the Volunteer/Visitor Conduct Expectations.

**ANNOUNCEMENTS –**

- Luna is the proxy for Schenk and Tucker, who are out ill.
- The Surf club is looking for a faculty advisor. For more information, contact Scott Starbuck, Marilynn Schenk, or Michelle Tucker in the English department.
- Conrad reported there is a challenge to raise money for Habitat for Humanity between Student Services and Instruction. Donations can be dropped off at student accounting in I-400 or DSPS office. Indicate which department you want your donation to go towards. Checks can be made payable to Habitat for Humanity.
- Cesar Lopez announced that Wednesday, October 12, is the first day of a month long celebration for Chicano/Latino Heritage, ending on November 2, 2005. Flex credit will be provided for several of the workshops during this month. Faculty will be notified by email and/or flyers of the events, place, and time.

**ADJOURNMENT** by President Luna at 3:56 p.m.

***Next meeting will be on October 10, 2005, in Room H117/H118 at 2:00p.m.***

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