



## SAN DIEGO MESA COLLEGE ACADEMIC SENATE

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**For Approval: October 10, 2011**

### **MESA ACADEMIC SENATE September 26, 2011: H117/H118 (2:15PM-4:00PM) Minutes**

#### **PRESENT:**

Becca Arnold, Anar Brahmbhatt, Bill Brothers, Victoria Chavez, Leslie Cloud, Jennifer Cost, John Crocitti, Nelly Dougherty, Linda Farnan, Rob Fender, Martina Hesser, Erika Higginbotham, Madeleine Hinkes, Bill Hoefler, Katie Holton, Sharon Hughes, Ken Kuniyuki, Danielle Lauria, Laurie Mackenzie, Joe "Mac" McKenzie, Jonathan McLeod, Phyllis Meckstroth, Tricia Mendoza, Devin Milner, Francesca Rascon, Angela Romeo, Ron Ryno, Marilynn Schenk, Barbara Sexton, Shannon Shi, George Svoboda, Terrie Tegarden, and Farshid Zand

#### **ABSENT:**

Mark Abajian, Aulani Chun (Proxy to Patricia Mendoza), Kris Clark, Michael Crivello, Dwight Furrow (Excused), Geoff Johnson, Leroy Johnson, Georgia Laris, Susan Lazear, Thekima Mayasa, Toni Parsons (Excused), Cynthia Rico-Bravo (Excused), Sabrina Santiago, Michelle Tucker, and Duane "Walt" Wesley

**I. CALL TO ORDER AND WELCOME** by President Madeleine Hinkes @ 2:20 PM.

#### **II. PUBLIC PRESENTATIONS:**

**A. Associate Student Government (ASG) Representative:** Position is Currently Vacant.

**B. Classified Senate Representative:** (Angela Romeo)

1. Classified Senate President Angela Romeo reported she started serving on the Planning and Institutional Effectiveness (PIE) and the Program Review committees this semester.

#### **III. GUESTS: President Pam Luster**

**A.** President Luster began by letting the Senators know that she is looking forward to hearing from the Senate and she wants to do whatever she can to help the Senate achieve its goals.

#### **B. Basic Skills:**

1. Terrie Tegarden asked President Luster about her stance on Basic Skills and Curriculum Balance.
  - a. President Luster said we need to have a broader discussion to see how we can juggle courses among the disciplines in order to create additional Basic Skills sections for prerequisites.
2. Jennifer Cost said the Writing Center at City is light years ahead of Mesa.
  - a. Laurie Mackenzie said City receives numerous grants to fund their Writing Center.

#### **C. Blackout:**

1. President Luster reported there is a good response to the debrief questionnaire.
  - b. There will be a debrief report.
2. College Police and SDPD determined when we had to close the campus.
3. We need to designate a central location for emergencies.
4. There will be a list of people responsible for taking leadership roles during emergencies and the names of their back-ups.
5. We will need to make sure the land-line between the President's Office, College Police, and the LRC keeps working during emergencies.
6. Marilynn Schenk commended Faculty, staff, and students for being calm and helping each other and recommended a generator to keep the electrical sign functioning as a source for emergency information.

#### **D. Budget:**

1. We are currently more than 2,000 FTES over.
2. The new Executive Assistant Chancellor is on the ball and staying in contact with her colleagues throughout the state regarding any news on the budget.
3. We will not receive an update until the December 2011 state budget report.

4. Summer 2012 has not been finalized.

**E. Construction Project – Behavioral/Social Sciences Building:**

1. Jonathan McLeod asked if sound barriers can be erected to mitigate the impact on H300 classes.
  - a. President Luster will look into it.

**F. Curriculum Balance:**

1. President Luster said the way Mesa offers its Curriculum is long standing.
2. We need to look at what Curriculum Balance looks like to our Faculty.
3. We need to look at the access and time our students need from our institution in order to complete their goals.
  - a. We need to find ways to maximize the success of our students although we cannot meet every single need of our students.
4. Laurie Mackenzie said Curriculum Co-Chair Toni Parsons said we are looking to find a Scheduling Balance more than a Curriculum Balance.
5. Bill Brothers said the Academic Affairs Committee needs to update its position paper on Curriculum Balance and provide copies to our Deans and Department Chairs.
  - a. Rob Fremland said Deans and Chairs need to have a set of papers to use as guiding principles.

**G. Enrollment Management:**

1. President Luster said this is an opportunity for our Deans and Department Chairs to look at the process together.

**H. Grants:**

1. President Luster said we need to have an overall picture before we know which grants we should apply for.
  - a. We need to start at Program Review to determine what our needs are.
  - b. We cannot apply for grants with mandates that take money from our general funds and ultimately from our students.

**I. The Mesa College Foundation:**

1. President Luster wants a more entrepreneurial process for bringing donations to Mesa College.

**J. Parking:**

1. Francesca Rascon asked about Faculty/staff parking spaces being changed to student parking.
  - a. President Luster reported the neighbors were not notified that our students would be parking at Ross Elementary and objected to allowing Mesa students to continue to park there.
2. President Luster has seen many parking spaces remaining available in the parking structure.
3. She reminded the Senate that parking will remain an issue until 2016.
4. Victoria Chavez asked if Public Transportation is a viable option.
  - a. President Luster reported a semester pass is approximately \$180.00 which is difficult for many of our students be able to purchase.

**K. Pedestrian Traffic on Campus:**

1. Jonathan said pedestrian traffic on campus is moving far too slowly for our students to efficiently move from class to class.
  - a. We really need to provide assistance to our Disabled students.

**L. President's Cabinet:**

1. There is a very clear need for all departments on campus to come together and work as a group.
  - a. We are part of the same team with one common goal. (The success of our students.)
2. Dr. Luster said President's Cabinet provides a very narrow focus and is a poor communication mechanism for the Decision Making Process.
3. We need to develop a document for the Decision Making Process.
4. We need all the great minds on campus to be part of the process.

**M. Prerequisites:**

1. President Luster said we cannot require prerequisites unless we offer a sufficient number of sections necessary to allow all our students to complete the prerequisites.
2. John Crocitti asked President Luster if she would support statewide standardization of prerequisites which would be really helpful to our students.
3. Jonathan reported our district was involved in regional discussions with the San Diego and Imperial Counties Community College Association (SDICCCA) regarding prerequisites, but the discussions just stopped.
  - a. President Luster will find out why the discussions stopped.

**IV. APPROVAL OF SENATE MINUTES:** The Minutes of September 12, 2011 were unanimously approved.  
**M/S** **Milner /Cost** **Unanimous**

## V. COMMITTEE REPORTS:

### A. Academic Affairs: (Co-Chair John Crocitti)

1. Position Papers:
  - a. The committee will review the positions papers this semester.
  - b. The committee will look very closely at Curriculum Balance.
2. Position Paper #2 (Curriculum Balance):
  - a. The committee's revised position paper will be discussed today under "Old Business".
3. The committee needs Faculty members from Counseling, the LRC, and one other department.

### B. Professional Development Committee (PDC): (Chair Sharon Hughes)

1. The final salary advancement deadline for fall 2011 is this Wednesday, September 28<sup>th</sup>.
2. The committee still needs a Faculty member from the Sciences.

### C. Committee of Chairs (COC): (Chair Laurie Mackenzie)

1. The next COC meeting is October 12<sup>th</sup> in H117/H118 @ 2:15PM.
2. The October 26<sup>th</sup> COC meeting will be devoted to Curriculum Development & Scheduling and Program Review.
  - b. Dean Jill Baker and Curriculum Co-Chair Toni Parsons will be the guests.

### D. Curriculum Review Committee (CRC): (President Madeleine Hinkes)

1. Six-Year Review:
  - a. CRC members will be available to assist Faculty in LRC 229 from 11:00AM-3:00PM on October 7<sup>th</sup>. (Lead Writers can attend from 1:00PM-3:00PM.)
2. Limiting the Number of "F" and "W" Grades for the Same Course:
  - e. Honors students dropping a course in order to take an Honors course will not receive a "W".

### E. Basic Skills: (Coordinator Terrie Teegarden)

1. Terrie will request that the rules be suspended in order to vote on the Basic Skills Action Plan for the State of California that must be submitted by October 10<sup>th</sup> prior to the next Senate meeting.
  - a. The Basic Skills Committee has reviewed the plan.
  - b. We are doing a great job with Accelerated Basic Skills classes without using Basic Skills funds.
  - c. The plan includes our long-term goals from the past year.
  - d. We have specialized tutors for our Developmental classes.
  - e. Counseling is holding workshops for Basic Skills students.
2. Terrie wants to forward workshops that connect the planning silos for counseling and instruction.

## VI. SENATE EXEC REPORTS:

### A. Vice-President: (Rob Fender)

1. Committee Vacancies:
  - a. Rob reported approximately 12 committee nominations were approved by Madeleine, Laurie, and Cynthia Rico-Bravo last week.
  - b. Rob will send out a list of the remaining committee vacancies.

### B. Treasurer: (Ken Kuniyuki)

1. Ken passed out Dues Cards and asked the Senators to take cards for other Faculty.

### C. State Senate Representative: (Delegate Katie Holton) No Report.

### D. Senator at Large: No Report.

### E. Secretary: No Report.

### F. Past President: (Cynthia Rico-Bravo) No Report.

### G. President: (Madeleine Hinkes)

1. Board of Governors (BOG):
  - a. The BOG has one Faculty vacancy for a two-year term.
    - Please send your nominations to Madeleine.
2. Board of Trustees (BOT):
  - a. The BOT met at City College last Thursday.
  - b. There were public presentations on the following:
    - The Early College High School and Middle School Partnerships at City College.
    - "The East Village Vision" redevelopment plan by developer David Malmuth.
3. Mesa College Facts Book:
  - a. The new book is available containing the research document facts on file for 2006-2010.
4. Planning & Institutional Effectiveness (PIE) Committee:
  - a. The PIE committee is working on linking Program Review to Resources Allocations and to the work of the Budget Committee.

5. President's Cabinet:
  - a. Dean Jill Baker is working on a system that makes it easier to locate reports on our websites.
6. Quad Design Concept:
  - a. Public Information Officer Lina Heil is holding meetings on October 20<sup>th</sup> and October 21<sup>st</sup> to get Faculty, staff, and student ideas for what our quad will look like in 2016.
7. Spring 2012:
  - a. Cuts have already been made.
    - Courses will not show up on the printed schedule.
8. Summer 2012:
  - a. We will not receive an update until the December 2011 state budget report.
  - b. Adjuncts need to look for teaching assignments at other districts in preparation.
9. State Task Force on Student Success:
  - a. The task force will send out a new version of its recommendations.
10. Student Ethnicity Codes:
  - a. Dean Fohrman is researching ethnicity codes to replace "Asian/Pacific Islander", which does not correctly report the data for our students.
  - b. Katie reported the State Academic Senate is working on standardizing ethnicity codes and adding "Transgendered" to the list.
11. Student Fee Increase:
  - a. Student fees will increase \$10.00 per unit starting summer 2012.

### VIII. OLD BUSINESS:

#### A. Revised Position Paper #2: (Academic Affairs Co-Chair John Crocitti)

1. John reported the college's Missions, Visions, and Values were updated in the paper.
2. The paper only addresses the procedure for arriving at the Curriculum Balance.
  - a. It does not provide a process for updating the balance.
  - b. The current Curriculum Balance has not been revised since 1998.
  - c. The Curriculum Balance can be changed. - We need to establish a procedure to do so.
  - d. There should also be a procedure for assigning adequate FTEF to new programs.
3. Ron Ryno would like to take the opportunity to review the document before casting a vote.
4. Becca Arnold had a recommendation regarding the language.  
Motion to bring the item forth for a vote at the October 10<sup>th</sup> Senate meeting:

**M/S**

**Holton/McLeod**

**Unanimous**

#### B. Resolution 11.05.01 "Resolution on the Determination of the Base FTEF Allocation (Revised September 6, 2011): (Jonathan McLeod)

1. The resolution is still pending and will not be abandoned.

### VII. NEW BUSINESS:

#### A. Long-Term Basic Skills Goals/Basic Skills Action Plan for the State of CA: (Terrie Teegarden)

1. Motion to suspend the rules to vote on the item in order to meet the October 10<sup>th</sup> submission deadline:

**M/S**

**Brothers/Arnold**

**Unanimous**

2. Motion to approve the plan:

**M/S**

**McLeod/Holton**

**Unanimous**

#### B. Resolution 11.09.01 "Resolution on Facilities Services: (Rob Fremland/Farshid Zand)

1. To open up district-wide discussion regarding facilities' decisions to cut services that negatively impact our students' ability to learn, without consultation with City, Mesa, or Miramar colleges.  
Motion to bring the resolution forth for discussion at the October 10<sup>th</sup> Senate meeting:

**M/S**

**Zand/Teegarden**

**Unanimous**

#### C. Issues for the Upcoming Contract Negotiations: Tabled

### VIII. Announcements:

- A. Please vote on-line this week for our new Secretary and Senator-at-Large.
- B. The CRC will be available to provide assistance for the Six-Year Review on October 7<sup>th</sup> in LRC 229 from 11:00AM - 3:00PM. (Lead Writers can attend from 1:00PM-3:00PM after Lead Writer training.)
- C. The next COC meeting is October 12<sup>th</sup> in H117/H118 @ 2:15PM.
- D. The Chancellor's Office Hour will be held at Mesa on October 20<sup>th</sup> in A104 from 2:00PM-3:00PM. (Call extension 6957 to schedule an appointment.)
- E. ASCCC Area D meeting: Oct. 22nd (10:00AM-3:00PM) (Coastline College - Fountain Valley)

- F.** ASCCC Fall Plenary: Nov. 3<sup>rd</sup> - Nov. 5<sup>th</sup> (Sheraton Hotel - Harbor Island - San Diego)
- G.** The Western Association of Schools & Colleges (WASC) Retreat on Assessment in Practice: October 27<sup>th</sup> – October 29<sup>th</sup> (Berkeley)
- H.** All Faculty teaching On-Line classes will be required to complete retraining by May 2012.
- I.** The next Academic Senate meeting is scheduled for October 10<sup>th</sup> in H117/H118.

**IX. ADJOURNMENT @ 3:59PM.**

Submitted by Sue Saetia

Approved by the Senate on October 10, 2011