



For Approval: February 27, 2012

**San Diego Mesa College
Academic Affairs Committee
Minutes**

February 6, 2012: LRC 208 (4:00PM-5:00PM)

Present: Co-Chair VPI McGrath, Co-Chair John Crocitti, Mike Sanchez, Robert Sanchez and Arlis Svedberg

Absent: Dean Dave Evans, Bill Brothers, Peter Jacoby, and Inna Kanevsky

I. Call to Order by Co-Chair John Crocitti @ 4:10PM.

II. Review of today's agenda

Motion to approve without changes:

M/S

Svedberg/Sanchez, R.

Unanimous

III. The minutes of November 28, 2011

Motion to approve without changes:

M/S

Svedberg/Sanchez, R.

Unanimous

IV. Report from the Academic Senate: (Co-Chair Crocitti)

V. Old Business:

A. Position Paper #6 (**Reassigned Time**): Approved by the Senate & President's Cabinet in March 2009.

1. Arlis reported the availability of Reassigned Time has decreased due to budget reductions.
2. Reassigned Time needs to go through the Program Review process.
 - a. John said the position paper guidelines should take this fact into account.

B. Position Paper #8 (**Program Discontinuance**):

1. Arlis reported no process currently exists for the college to notify students when their program is discontinued.
2. The VPI initially schedules a meeting to review a program with the School Dean.
 - a. Cost and availability of Faculty to teach courses are two factors that may be considered.
 - b. Additional meetings may be scheduled with the Department Chair(s) and Faculty.
 - c. Additional meetings may also be scheduled with the other School Deans on campus.
3. The college needs to look at the employment outlook in the region for positions in the field when reviewing a program.
4. The college needs to ensure that students currently in the program can finish the program before it is fully discontinued.
5. Faculty needs to find out how they can protect their programs.

Motion to forward Position Paper #8 as it to the Academic Senate for re-approval:

M/S

Svedberg/Sanchez, R.

Unanimous

C. Curriculum Balance: (Co-Chair Crocitti)

1. Six-Year Review:
 - a. John asked the committee if it wants to create a six-year plan that Academic Affairs will review every six years.
 - b. John also asked the committee if the six-year review is more than a scheduling issue.
 - Jack said it is more than a scheduling issue.

D. Updating the role and responsibilities of the Academic Affairs Committee: (Bill Brothers) Tabled

E. List of Academic Affairs Subcommittees: Tabled

F. **New Business:**

- A. Topics for New Position/Research Papers from the Senate Executive Committee: Tabled
 - 1. Academic Senate Policy Model
 - 2. Assigning Courses to Disciplines/Course Alignment
 - 3. Grant Writing
 - 4. CA Community Colleges (CCC) Student Success Task Force Recommendations

G. **Adjournment** by Co-Chair Crocitti @ 5:05PM.

The next Academic Affairs meeting is scheduled for February 27th in LRC 208 @ 4:00PM.

Submitted by Sue Saetia

Approved by Academic Affairs: February 27, 2012