



**For Approval: October 24, 2011**

**MESA ACADEMIC SENATE**  
**October 10, 2011: H117/H118 (2:15PM-4:00PM)**  
**Minutes**

**PRESENT:**

Becca Arnold, Anar Brahmbhatt, Bill Brothers, Victoria Chavez, Aulani Chun Kris Clark, Jennifer Cost, John Crocitti, Nellie Dougherty, Linda Farnan, Rob Fender, Dwight Farrow, Martina Hesser, Erika Higginbotham, Madeleine Hinkes, Bill Hoefler, Sharon Hughes, Geoff Johnson, Leroy Johnson, Ken Kuniyuki, Susan Lazear, Thekima Mayasa, Joe "Mac" McKenzie, Jonathan McLeod, Phyllis Meckstroth, Devin Milner, Michelle "Toni" Parsons, Francisca Rascon, Cynthia Rico-Bravo, Angela Romeo, Sabrina Santiago, Marilyn Schenk, Barbara Sexton, Shannon Shi, George Svoboda, and Farshid Zand

**ABSENT:**

Mark Abajian, Leslie Cloud, Michael Crivello, Lupe Gonzales, Katie Holton, Georgia Laris (Proxy to Barbara Sexton), Danielle Lauria (Proxy to Nellie Dougherty), Laurie Mackenzie (Proxy to Sharon Hughes), Tricia Mendoza (Proxy to Aulani Chun), Ron Ryno (Proxy to Madeleine Hinkes), Terrie Teggarden, Michelle Tucker, and Duane "Walt" Wesley

**I. CALL TO ORDER AND WELCOME** by President Madeleine Hinkes @ 2:19 PM.

**II. PUBLIC PRESENTATIONS:**

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

**B. Classified Senate Representative:** (Classified Senate President Angela Romeo) – No Report

**III. GUESTS: Joe Safdie (Online Mentor)**

**A.** The mandatory retraining for Faculty teaching any portion of their courses Online is necessary for the District to meet current Distance Education Regulations and Guidelines.

1. The May 2012 completion deadline allows Faculty to receive Online teaching assignments for fall 2012.

**B.** FLEX credit will be available. – AFT and the District will need to determine whether Professional Development credit will also be available.

**C.** The new software is Blackboard Learn (<http://www.sdccdonline.net/faculty/blackboard/>):

1. The course was developed by Dean Andrea Henne - Dean of Online and Distributed Learning.

2. Users must complete five (5) modules.

3. Online Faculty must complete 10 modules.

4. Jonathan McLeod noted that since students have up to two (2) years to submit a grade challenge, Faculty needs to be able to access Blackboard Vista for two (2) more years.

**D.** Joe recommends that Faculty complete the retraining in December and January during the time they are not teaching classes.

**IV. Senate Exec Committee Reports:**

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

1. Committee Vacancies:

a. Rob reported approximately six (6) committee vacancies still need to be filled.

b. Rob will send out a list of the remaining committee vacancies.

c. Please ask your Chairs for assistance in filling these vacancies

d. Rob noted that he is seeing just a handful of Faculty serving on numerous committees.

- We need more Faculty participation in the Shared Governance process.

**B. Treasurer:** (Ken Kuniyuki)

1. Ken reported the Senate Exec Committee voted at their October 3<sup>rd</sup> meeting to approve a \$500 donation to Mesa Vision to support our fledgling writers.

- B. State Senate Representative:** (Delegate Katie Holton) No Report.
- C. Senator at Large:** No Report.
- D. Secretary:** No Report.
- E. Past President:** (Cynthia Rico-Bravo)
  - 1. California Community Colleges (CCC) Task Force of Student Success Draft Recommendations:
    - a. Cynthia gave the Senators the background of how the task force came to be.
    - b. She served on the task force alongside Chancellor Constance Carroll.
    - c. Cynthia asked the Senators to review the Chancellor's memo and her comments regarding the draft recommendations.
    - d. The draft recommendation document is available on the Task Force's website:  
<http://www.cccco.edu/ChancellorsOffice/TaskForceonStudentSuccess/tabid/1894/Default.aspx>
- F. President:** (Madeleine Hinkes)
  - 1. Budget Planning:
    - a. The District Budget Committee is working hard to stay on top of the budget situation.
    - b. The Legislative Analyst's Office (LAO) will put out a report in November.
    - c. We have to plan for the worst case scenario.
    - d. We already have a 3% cut for spring 2012 and Zero Cap classes.
    - e. The current Workload Reductions (i.e. cuts in FTES) are not going to be the new practice.
    - f. We will continue to deal with a Deficit Coefficient which has been in practice.
      - We will receive a lower amount for each dollar of funding. (i.e. 95 cents for each dollar)
    - g. There is currently the "Bright Idea" contest for staff to submit their ideas on how we can become more efficient as a college.
    - h. We also need to look for other funding sources such as endowments and grants.
    - i. Madeleine encourages the Senators to read the Chancellor's Budget Updates.
  - 2. Fall 2011 Enrollment Headcount:
    - a. The Fall 2011 enrollment is at 24,039 – 7294 FTES.
      - Jonathan noted that this number does not include enrollment for the 2<sup>nd</sup> 8-Week session.
  - 3. The Planning Institutional Effectiveness (PIE) Committee:
    - a. The PIE committee is working on linking Program Review to Resources Allocation and to the work of the Budget Committee.
      - Madeleine attended the Program Review Lead Writer Training last Friday.
      - Deans and Chairs will prioritize the needs within their schools and programs.
      - PIE will not make recommendations on resource allocations.
      - Faculty will play a large role in making allocation recommendations to President's Cabinet.
      - There will be a Rubric on how funding decisions will be made.

## V. COMMITTEE REPORTS:

- A. Academic Affairs:** (Co-Chair John Crocitti)
  - 1. Position Papers:
    - a. The committee will continue to review the positions papers this semester.
  - 2. Position Paper #2 (Curriculum Balance):
    - a. The committee's revisions to position paper will be reviewed today under "Old Business".
  - 3. The committee still needs Faculty members from Counseling, the LRC, and one other department.
- B. Professional Development Committee (PDC):** (Chair Sharon Hughes)
  - 1. The next professional development application deadline is this Wednesday, October 12th.
  - 2. Sharon is waiting to hear back from Jim Mahler regarding whether the mandatory retraining for Faculty teaching online courses qualifies for professional development credit.
  - 3. The committee still needs a Faculty member from the Sciences.
- C. Committee of Chairs (COC):** (Chair Laurie Mackenzie) – No Report
- D. Curriculum Review Committee (CRC):** (Co-Chair Toni Parsons)
  - 1. Curriculum and Instructional Council (CIC) Subcommittee on Prerequisites:
    - a. The committee members are:
      - Assistant Chancellor Lynne Neault
      - VPI Tim McGrath
      - Dean Shelly Hess
      - The four Curriculum Co-Chairs; two from City, one from Mesa, and one from Miramar.
    - b. The committee will hold its first meeting this Friday.
  - 2. Consent Agendas: (The CRC cannot vote on 60 separate courses during a two-hour meeting.)
    - a. The CRC just voted on its first Consent Agenda for 12 courses at the same time.

- b. The courses must be straight forward in order to be included on a Consent Agenda.
  - c. The following will not be listed on a Consent Agenda:
    - Integration
    - New Courses
    - Prerequisites
    - Repeatability
    - Unit Changes
3. Six-Year Review:
- a. Toni would like to have another training session in LRC 229 on a Friday in November.
  - b. The last approval date on CurricUNET can be for reasons other than the last time the course was approved for the Six-Year Review.
    - Click on the CR – Course Report button to find out the last Six-Year Review approval date.
    - Please review the date grid that was handed out.
  - c. Please schedule appointments with Elizabeth Norvell ([enorvell@sdccd.edu](mailto:enorvell@sdccd.edu)) or Toni ([mparsons@sdccd.edu](mailto:mparsons@sdccd.edu)) if you need assistance.

**E. Basic Skills:** (Coordinator Terrie Teegarden) – No Report

**VI. OLD BUSINESS:**

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

Motion to approve Academic Affairs' revisions to Position Paper #2:

**M/S** **Brothers/Johnson, G.** **Unanimous**

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

- 1. Jonathan's goal is to open up discussion and look at achieving Program Balance and Scheduling Balance.
- 2. Cynthia said we need to set priorities and have a plan in place.

Motion to approve the resolution with the friendly amendment from Cynthia Rico-Bravo:

**M/S** **McLeod/Brothers** **Unanimous**

**C. Resolution 11.09.01 "Resolution on Facilities Services:** (Rob Fremland/Farshid Zand)

- 1. Rob wants to bring the issue of Facilities' refusal to remove hazardous waste to the District's Governance Council (DGC) after discussing the OSHA violations with City and Miramar Colleges.
  - a. Facilities' inaction violates safety standards and creates safety hazards for Faculty, staff, and students.
- 2. Marilyn Schenk said we also need to address all the other Facilities problems.

Motion to approve:

**M/S** **Zand/McLeod** **Unanimous**

**VII. NEW BUSINESS:**

**A. Issues for the Upcoming Contract Negotiations:** Tabled

**VIII. Announcements:**

- A.** The next Committee of Chairs (COC) meeting is October 12<sup>th</sup> in H117/H118 @ 2:15PM.
- B.** 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.)
- C.** ASCCC Area D meeting: Oct. 22nd (10:00AM-3:00PM) (Coastline College - Fountain Valley)
- D.** ASCCC Fall Plenary: Nov. 3<sup>rd</sup> - Nov. 5<sup>th</sup> (Sheraton Hotel - Harbor Island - San Diego)
- E.** The Western Association of Schools & Colleges (WASC) Retreat on Assessment in Practice: October 27<sup>th</sup> – October 29<sup>th</sup> (Berkeley)
- F.** All Faculty teaching online classes will be required to complete retraining by May 2012.
- G.** The next Academic Senate meeting is scheduled for October 24<sup>th</sup> in H117/H118 @ 2:15PM.

**IX. ADJOURNMENT @ 4:02PM.**

Submitted by Jennifer Cost

Approved by the Senate on: October 24, 2011