



SAN DIEGO MESA COLLEGE ACADEMIC SENATE

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APPROVED: 10/27/08

MESA ACADEMIC SENATE
October 13th, 2008 – 2:15 P.M. - 4:00 P.M. – H117/118

Draft Minutes

PRESENT: Mark Abajian, Bill Brothers, Anar Brahmhatt, Leslie Cloud, Margaret Fickess, Shirley Flor, Dwight Furrow, Gary Holton, Jill Jansen, Geoffery Johnson, Wendell Kling, Ken Kuniyuki, Joe Mac McKenzie, Jonathan McLeod, Val Ontell, Francisca Rascon, Cynthia Rico-Bravo, Ron Ryno, Joe Safdie, Chris Sullivan, Marilyn Schenk, Shannon Shi, Erica Specht, George Svoboda, Paul Sykes, Terrie Teegarden, Michelle Tucker, Farshid Zand, Bonnie ZoBell.

ABSENT: Becca Arnold, Nathan Betschart, Mike Crivello, Bill Hoefler, Kris Clark, Rob Fender, Bob Gordon, Paula Gustin, Leroy Johnson, Marichu Magana, Andrea Marx, Trishia Mendoza, Martina Hesser, Laleh Howard, Matt Kofler, Nina Lopez, Carl Luna, Andrea Luoma, Guillermo Marrujo, Mike Sanchez, Manuel Velez, Tracey Walker.

I. CALL TO ORDER & WELCOMES were made by President Terrie Teegarden at 2:21 P.M. Teegarden welcomed Anthony Reuss and guest Acting VPI William Craft.

II. PUBLIC PRESENTATIONS. There were no public presentations.

III. GUESTS. Terrie Teegarden announced that VP Ron Perez's presentation has been postponed. Perez will address the Senate after he has given his presentation to the President's Cabinet. Teegarden announced the upcoming guests for future Academic Senate meetings. They are listed below:

- Nancy Wichmann and Carol Rohe are going to address the Bookstore issues and are scheduled for the Academic Senate meeting on 10/27/08.
- Ashanti Hands is going to address the Student Affairs issues, especially the Disruptive Behavior Policy and is scheduled for the Academic Senate meeting on 11/10/08.
- Vice Chancellor Lynn Neault will address the FERBA and is scheduled for 11/10/08.

- **Anthony Reuss.** Reuss announced that the upcoming annual campus event, *Festival of Colors*, will take place on March 25th-26th, 2009. Flyers for the *Festival of Colors* event were distributed. He stated that this multicultural event is a celebration of diversity showcasing various backgrounds in presentations, exhibitions, culinary specialties, and music. Volunteers were solicited from the faculty for participation in the Planning Committee for this event. The Planning Committee will meet the second week in November 2008. The volunteers could contact Reuss via email areuss@sdccd.edu and/or call, Ex. x2992. He announced that he is welcoming input for this event.
- **Acting Vice President William Craft.** Craft announced that he was going to discuss cutting classes and budget issues. He stated that the FTES is up and the FTEF is down. The problem is that Mesa College is over FTES cap and there is a need to cut back because we don't get paid for the FTES over cap. Other Districts are far worse off than our District and Mesa is better off than the other schools in the District. Mesa College has more students with fewer faculty, so the classes are full. The problem is that we are still currently overscheduled and will need to cut approximately 15-18 sections from the Spring 2009 schedule. He reminded faculty to consider *where we are* in comparison to *where we were*; a few years ago. Then Community Colleges were attempting to increase FTES, but now they need to cut back the growth because of the budget issues. He mentioned this is why we should cancel enough classes to meet our allocation; even money-making classes. We can afford to temporarily lose money-making classes if we have multiple sections of them. He emphasized to plan these cuts now, rather than to do it when students are enrolled and after classes have started. The memorandum of understanding that was made between Mesa College and feeder high schools needs to be revisited to include a plan of action during low enrollment and times when there is unfunded growth. Craft announced that various departments will be supplied with new audio-visual equipments, such as DVDs, VCRs, and projectors. The ranking criterion for replacement will be made by the age of the existing equipment.

VI. APPROVAL OF SENATE AGENDA. No changes were made.

V. APPROVAL OF SENATE MINUTES ON SEPT. 29TH. The minutes from September 29th, 2008 were approved.

M/S

McLeod/Sykes

Unanimous

VII. COMMITTEE REPORTS:

A. PROFESSIONAL DEVELOPMENT COMMITTEE. – Chair ZoBell announced that a DL was sent out to the campus to solicit new faculty members who are not represented on the Professional Development Committee such as Business, History/Social Sciences, the LRC, and departments which are using the new Licensure application form. Since not enough faculty members in these areas have responded, she will send out a DL trying to recruit new PDC members from

any department. She portrayed the committee as fun to other faculty members, as it awards sabbaticals and professional development opportunities. Generally, the committee meets on the 1st and 3rd Wednesdays of every month, from 2:15 – 4:15 in A-117. Everybody who is interested in joining the Professional Development Committee should contact ZoBell via email at bzobell@sdccd.edu.

B. COMMITTEE OF CHAIRS. – Chair Sykes reported on the last Committee of Chairs meeting, on October 8th, 2008, which was a long and lively meeting. Acting VPI William Craft was the guest at the committee meeting. He addressed the budget issues with regard to FTES, FTEF, unfunded growth, and how the process of cutting classes should be streamlined in a timely fashion. The second lecturing guest was Wendy Smith, who due to time constraints, will join the Committee at the upcoming meeting on Nov. 12th, 2008. During her brief presentation, Wendy Smith suggested a streamlined process for the Honors Contract. Faculty will be required to send the Honors Addenda along with their regular syllabi by email. This procedure will save a great deal of time by cutting out the physical footwork. She is going to bring forward additional details at the upcoming Committee of Chairs meeting on November 12th. 2008.

C. CURRICULUM REVIEW COMMITTEE. - Chair Flor announced that the committee generated college specific SLO-templates which are going to be used in a collaborative effort on all campuses. These SLO templates are going to be distributed by the District. She also announced that macro & micro Economics courses are lower division courses and they need to require Intermediate Algebra as a prerequisite. She reported on behalf of the Articulation Officer that CSU will not give transfer credit for online science labs.

D. STUDENT LEARNING OUTCOMES. Chair Safdie announced that the general education outcomes are defined on page 70 of the Mesa College catalog 08-09. He also announced that he attended an SLO meeting in Anaheim on student success.

E. BASIC SKILLS. –President Teegarden reported that Tracey Walker was presenting the BSI funding plan to the District today, it needs to be submitted to the state by October 15th, 2008. Teegarden thanked Tracey Walker, Wendy Smith, and all the Faculty for all their input and contributions.

VIII. SENATE EXEC REPORTS

A. Treasurer. Due to Marichu Magana's absence President Teegarden reported on the balance of the checking account and saving account as listed below:

- Checking account \$ 730,36 (debits \$ 368,96) as of 10/12/08.
- Saving account \$ 2,984.81 (deposits \$ 459,05) as of 10/12/08.

B. STATE SENATE REPRESENTATIVE. Gary Holton reiterated that the Area D meeting will be taking place at Mesa College on October 25th, 2008. He encouraged the faculty to review the resolutions for the plenary session on the Academic Senate website <http://www.asccc.org> and contact him for information about issues to be discussed at the meeting. He announced the upcoming plenary session will take place November 6th-8th, 2008 in Los Angeles. A paper on standards and practices for counselors has been written and Holton requested that the counselors review this document and give him feedback before the plenary session. Sullivan has written a resolution for the plenary session to address the Minimum Qualification to teach within the discipline of English.

C. PRESIDENT-TERRIE TEEGARDEN. Terrie Teegarden reported on the following:

1. President's Cabinet

- 315 voter registration cards were collected; 72 classroom visits.
- Strategic planning committee will be working on developing an overarching document to connect all planning.

2. District Governance

- New accreditation requirement from the higher education act. By 2010 accrediting agencies will need to ensure that institutions offering distance education 'have processes through which the institution establishes that the student who registers in a distance education course or program is the same student who participates in and completes the program and receives the academic credit.'

3. District Committees

- Budget – cash balance Jan. (\$24.5 million); Feb. (\$5.5 million); March (-\$12.7 million); Late April (-\$20.9 million)
There are plans to cover some of the shortfall by transferring funds from internal sources such as insurance reserves; however, this may leave the district still having to borrow from the county against the local property tax revenues.
Other actions include – continued hiring delays, construction containment measures, delay use of COLA and to plan for 2009-2010 which may have worse shortfalls.

4. Board of Trustees

- Presentation on Diversity –The Board questioned why the hiring process has not led to as diverse a faculty as the student population. Teegarden responded that the faculty hiring process has a diverse pool and that the faculty hired reflects the same diversity as the current faculty pool at other community colleges and universities in the state.

5. Other

- **Affordable textbooks**

- Develop a matrix of the consequences of:

- Not getting your book orders in on time
- Changing the text with or without informing the bookstore
- Saying it is required and then not using it
- Indicating that it is optional and then requiring it
- Changing books when the instructor changes
- Cancelling classes

- Develop a policy for ensuring book orders are in on time. As of Fall 2010, the cost of all materials related to a class must be linked to the course on the class schedule (higher ed code.)

- **OLD BUSINESS**

A. Online Voting Resolution 08.9.1. The Online Voting Resolution which was moved by Paul Sykes and seconded by Val Ontell at the last Academic Senate meeting on September 29th, 2008, was approved unanimously.

B. English Minimum Qualification Resolution 08.9.2. The English Minimum Qualification Resolution which was moved by Chris Sullivan and seconded by Gary Holton at the last Academic Senate meeting on September 29th, 2008, was approved unanimously as amended.

C. Curriculum Review Committee Resolution 08.9.3. The Curriculum Review Committee Resolution which was moved by Bill Brothers and seconded by Cynthia Rico-Bravo at the last Academic Senate meeting on September 29th, 2008, was approved unanimously.

XI. NEW BUSINESS

A. Calendar Resolution 08.10.4. The Calendar Resolution was moved by Paul Sykes and seconded by Gary Holton.

M/S

Sykes/Holton

ANNOUNCEMENTS: Van Ontell announced that textbooks can be put on reserve for students at LRC. The students that are not able to afford the textbooks can access copies at the Reserve desk.

X. AJOURNMENT was made by Terrie Teegarden at 3:30 p.m.

Next meeting will be on Oct. 27th, 2008, in Room H117/118 at 2:15 P.M.

Respectfully submitted by
Erica Specht, Senate Secretary,
Farideh Salehi Kermani, Recording Secretary.