



SAN DIEGO MESA COLLEGE ACADEMIC SENATE

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APPROVED: 02/13/06

ACADEMIC SENATE December 12, 2005 – 2:00 p.m., H117/H118 Minutes

PRESENT: Becca Arnold, Bill Brothers, Donna Budzynski, Leslie Cloud, Gail Conrad, Ailene Crakes, Michael Crivello, Margaret Fickess, Edith Flourie, Dwight Furrow, Madeleine Hinkes, Bill Hofer, Gary Holton, Ken Kuniyuki, Cesar Lopez, Carl Luna, Guillermo Marrujo, Andrea Marx, Joe Mac McKenzie, Jonathan McLeod, Michael Reese, James Romeo, Ron Ryno, Jeremy Sanders, Marilyn Schenk, Jean Smith, Erica Specht, Paul Sykes, Will Tappen, Terrie Teegarden, Bonnie ZoBell, Chris Dawes (AFT representative).

ABSENT: Karl Engstrom, Shirley Flor, John Hildebrand, Terry Kohlenberg, Mario Lara, Starla Lewis, Trish Mendoza, Sally Murdock, Kevin Murphy, Pedro Olvera, Dickson Phiri, Francisca Rascón, Erin Rempala-Kim (proxy to Bill Brothers), Cynthia Rico-Bravo (proxy to Carl Luna), Michelle Tucker (proxy to Carl Luna), Tracy Tuttle (proxy to Becca Arnold).

- I. **CALL TO ORDER** was made by President Carl Luna at 2:05 P.M.
- II. **PUBLIC PRESENTATIONS** by Jeremy Sanders, Associated Student (A.S.) representative, who thanked Academic Senate President Carl Luna for attending the A.S. meeting on December 7th. He extended an invitation to all Academic Senators to attend a spring A.S. meeting, which meets on Mondays and Wednesdays, from 12:30 P.M. – 1:30 P.M. in Room H-117.
- III. **GUESTS:**
 - A. **Elizabeth Barrington, Online Instruction**
 - B. **Lynn Neault, Vice Chancellor Student Services and Jim Mahler, AFT President – Calendar, Intersession, Final Grades and Prerequisites**

Elizabeth Barrington discussed her experience with online instruction and education. Fifty-five courses are planned to go online in intersession and 304 courses will go online in spring 2006. She emphasized the importance of backing up an online course by URL, not CRN, and onto a disk because the District server will shutdown on December 22 and be back up by December 24. She mentioned that 200 hours of funding is available to professors having ADA issues with online courses. City College piloted online counseling services that should be up and running for students in spring 2006. On March 31, 2006, a "Best Practices Expo" will be held in the LRC from 1:00 P.M. – 5:00 P.M. SDCCD, District Office, decided to upgrade to a newer server that was more robust. The new delivery platform/server will launch next year called WebCT Vista 4, but it may cause problems with data migration. The problem anticipated is if an instructor taught the same course number multiple times and collapsed the courses into one shell. Mesa College has a 3 year site license for WebCT Campus Edition (CE), which is the current platform and Vista 4. Once the license expires, the District will no longer support CE. Barrington raised a concern that instructors should be able to facilitate increasing interactivity with online students. H.T.

Ingle, Vice Chancellor Instructional Services, Planning and Technology, would like students to be able to access all information online.

Lynne Neault, Vice Chancellor Student Services and Jim Mahler, AFT President were unable to attend the Senate meeting. President Luna planned to reschedule them as guests for the February 13, 2006 Senate meeting. Vice President Erica Specht announced that instructors are still required to submit tutorial grading sheets, even if students were not referred to the tutoring center. President Luna mentioned that the fall academic semester will start on September 5, 2006.

**IV. APPROVAL OF SENATE MINUTES OF 11/28/05 as written.
M/S/U Conrad/Tegarden**

V. REPORTS

- A. Academic Affairs Co-Chair Ailene Crakes** asked the Senators if they had any questions regarding the latest copy of the Mission Statement. Bonnie ZoBell raised a concern that the Mission statement should have included a statement about students wanting to attend Mesa for personal enrichment. Co-Chair Crakes noted that while this is not the primary focus of the Mission Statement, personal enrichment is addressed under "Co-curricular" activities in the statement. Crakes asked the Senate for approval so that it could be presented for final approval at President's Cabinet.
- B. State Representative Gary Holton** reported on the following:
- The language for the system-wide strategic plan initiative for California Community Colleges (CCC) will be changing and can change how a lot of things work. Mesa College growth would be separate from K-12 growth. Proposed Ballot Initiative will roll back enrollment fees to \$20 per unit.
- C. Professional Development Chair Bonnie ZoBell** discussed issues with the 2 deadline dates used for salary class advancement by HR. This is being negotiated by Jim Mahler (AFT). Faculty are asked to notify Mahler by phone at (619) 640-1155 or email at aftjim@pacbell.net if you have any comments or concerns.
- D. Committee of Chairs Chair Will Tappen** reported that a Joint Chairs/Deans meeting was held on November 30, 2005, in Room H117/H118. Major issues were centered on the faculty hiring positions list. Nine replacements are anticipated for new faculty hiring positions. Mesa College is down in enrollment. It is projected that Mesa will be short of the target for 2005. City College enrollment is down too but not as much as Mesa. Miramar College enrollment is also down compared to its target number projection. One way for Mesa to increase enrollment is to add and project which classes would be good to offer for intersession and spring session. Mesa will not be able to make CAP year after year. The District is looking at retention by increasing its marketing and promotional programs, radio, television, and print advertisements, mailing schedules to local residents. The Counseling Department is also working on student retention by forming a College Outreach Committee, headed by Adela Jacobsen (EOPS Director), Nellie Dougherty, and Gilda Maldonado (Financial Aid Officer). Chair Tappen added that the Research and Planning Analyst should be able to assist Mesa with the retention issue.

Crakes mentioned that Mesa should look at reasons why students are being prevented from enrolling in classes. She believes that Mesa should consider having exceptions for students wishing to repeat a class. Many times their reasons for dropping a class are legitimate and valid.

- E. Vice President Erica Specht** thanked the Senators for volunteering to fill vacancies on various committees. She announced to the Senate that effective in spring 2006, the Tutoring Appointment Center's new location will be in H-400. The Center will be open

from 9 A.M. – 1:00 P.M, Monday-Friday and will offer tutoring in a variety of subjects and will have a pilot program for online tutoring, in accounting, business mathematics, and economics. Language tutoring and some specialized tutoring will also be available. Tutoring services are available to all students but limited to only one hour per student per week.

F. President Luna reported:

1. President's Cabinet

- President Luna plans to provide the nine goals that were approved at the President's Cabinet Spring Retreat.
- Mesa Master Plan Committee will develop new goals.
- President Luna will send out the approved hiring and ranking list to faculty. He indicated that the top nine positions are to be filled.
- A new tracking, system form for tracking administrative costs, which was developed by the Vice President of Instruction (VPI), will be discussed at the first spring meeting.

2. District Governance

- Over 300 online courses will be offered this year. Intersession enrollment has been filling up quicker than before. The District is hopeful that spring enrollment will not be down. Mesa should be cautious if they need to borrow FTES from summer to pay for next year.
- Thirty full-time faculty positions were released, which were driven by 75%/25% ratio. Mesa plans to get 9 positions, Miramar hopes to get 9 positions, and City would like to get 12 faculty positions.
- Market salary studies from Chancellor Constance Carroll's office are trying to bring all positions up to equitable salary.
- Vice Chancellor H.T. Ingle, Instructional Services, Planning, and Technology, provided a 5 year business plan called Online Learning Programs (OLP) to grow SDCCD online. Hank Beaver will provide a report back to the Senate regarding online instruction in March 2006.

3. District Committees

- Joint powers of authorities for retirees raised a concern. The District provides funds for our benefits with set aside monies, but they have not allocated enough money to fund our benefits.
- ABSO has a district wide ban on selling cigarettes. President Luna attended the A.S. meeting in which discussions occurred on having smoking occur off campus in designated areas. To show support for the A.S., he proposed having a Senate Executive representative or a Senator attend the A.S. meetings on a regular basis.
- Dean Saeid Eidgahy, School of Mathematics and Natural Sciences, sent out information on testing of college students. He felt that it can be an issue in the next few years.
- President Rita M. Cepeda discussed faculty hiring at the Senate Executive Meeting on December 5. She explained her approach to faculty hiring is to always include the chair of the hiring committee and a department faculty member, prior to her decision. The Faculty Hiring Policy must be approved by the Senate before it is forwarded to President's Cabinet. The policy will be discussed at our first spring Senate meeting on February 13, 2006.

4. Board of Trustees – None.

5. Other – None.

VI. OLD BUSINESS

- A. Student Health Fee** – President Luna reported that the Senate consensus is to support what the A.S. has recommended, which is to charge students a \$10 health fee, keep the BOG A waiver and eliminate all other BOG waivers.
- B. Faculty Recognition and Awards Ad hoc Committee** – Since no faculty showed interest in forming this committee, President Luna decided that there would be no need in forming one.
- C. Academic Dishonesty Report** – Gail Conrad continues to work on the reporting form. The Senate Executive Committee provided suggestions to Dean Damon Bell, Interim Dean for Student Affairs, but he will bring the suggested changes back to the Deans for their input. Dean Bell planned to report back to the Senate in February 2006 but the concern is who should be responsible for tracking the Academic Dishonesty Reports and getting the student to sign the form.
- D. TurnItIn.com** – The program is recognized as a standard in online plagiarism prevention. Campus access to TurnItIn.com has been extended through 2006 with additional options (i.e., Peer Review, GradeMark, GradeBook, and Digital Portfolio). The cost effectiveness of this product has been questioned since fewer than 20 faculty are active users. Kevin Branson in the Learning Resource Center (LRC) can set up accounts and work with faculty one-on-one but there is also a need for faculty “mentors” who are familiar with TurnItIn.com to train others in its use. Dean William Craft would like the Academic Senate to provide guidelines on the minimum number of active users needed in order to fund this product in the future (ca. \$12,000 per year).
- E. Resolution 05.12.1 – Establish subcommittee for interdisciplinary learning communities (T. Teegarden)**

Whereas, The Learning Communities have been shown to be successful in improving retention and student success in developmental programs; and

Whereas, The Learning Communities involve faculty from different disciplines working in collaboration; now, therefore be it

Resolved, That the Mesa Academic Senate establish a subcommittee of the Academic Affairs Committee to support, develop, and sustain interdisciplinary learning communities.

The consensus of the Senate was **M/S/U**.

VII. NEW BUSINESS

- A. Resolution 05.12.2 - In support of maintaining TurnItIn.com service – (E. Specht)**

Whereas, a number of faculty members have found TurnItIn.com to be a valuable tool in maintaining high standards of student academic integrity; and

Whereas, TurnItIn.com is a significantly costly service for the college to provide and requires a reasonable number of faculty members using it to make the service cost-effective; now, therefore be it

Resolved, That the San Diego Mesa College Academic Senate endorses the continued funding of TurnItIn.com for the 2006 calendar year; and, therefore be it

Resolved, That the San Diego Mesa College Academic Senate endorses the continued funding of TurnItIn.com after the conclusion of the 2006 calendar year providing there is

