



For Approval: March 4, 2013

**San Diego Mesa College
Academic Senate
February 11, 2013: H117/H118 (2:15PM-4:00PM)
Minutes**

PRESENT:

Anar Brahmbhatt, Aulani Chun, Kris Clark, Leslie Cloud, John Crocitti, Chris Dawes, Michael Fitzgerald, Dwight Furrow, James Gappy, Mark Abajian, Becca Arnold, Lupe Gonzales, Martina Hesser, Erika Higginbotham, Madeleine Hinkes, Bill Hoefer, Katie Holton, Laleh Howard, Leroy Johnson, Terry Kohlenberg, Ken Kuniyuki, Danielle Lauria, Angela Liewen, Thekima Mayasa, Laurie Mackenzie, Guillermo Marrujo, Jonathan McLeod, Phyllis Meckstroth, Devin Milner, Michelle "Toni" Parsons, Kirsten Pogue-Cely, Francisca Rascon, Ron Ryno, Cynthia Rico, Shannon Shi, Robert Sanchez, George Svoboda, Tobey Tam, Manuel Velez, Chuck Wandall, Walter "Duane" Wesley and Farshid Zand, and guest Bill Brothers

ABSENT:

Mark Abajian, Georgia Laris (Proxy to Robert Sanchez), Joe "Mac" McKenzie (Proxy to Shannon Shi), Steven Siegel (Excused), Marilyn Schenk (Proxy to Madeleine Hinkes), Barbara Sexton and Lois Wittner

I. CALL TO ORDER and WELCOME by Academic Senate President Madeleine Hinkes @ 2:19PM.

II. Approval of Today's Agenda: No changes were made to the agenda.

III. PUBLIC PRESENTATIONS:

A. Associated Student Government (ASG) Representative: (Chuck Wandall)

1. Chuck reported the ASG has eliminated its weekly Monday meetings.
2. The ASG can now approve requests for matching funds during the same meeting the request is introduced
3. Chuck played the ASG's current "One Minute" video that helps our students navigate around the construction projects on campus.
4. Scholarship applications are due on February 28th.

B. Classified Senate Representative: (President Angela Liewen) No Report

IV. GUEST: Juliette Parker (Accreditation Officer) C-ID Course Identification/Numbering System:

A. San Diego Community College District (SDCCD) Process for C-ID Course Identification:

First Reading – SDCCD Process for C-ID Course Approval:

1. There is a mandate from the State Chancellor's Office for Community Colleges to submit their course descriptors for approval from C-ID and the SDCCD Articulation Officers are requesting Senate approval for the guidelines they have developed for the process.
 - a. This will allow students to receive credit at any California Community College for taking a course approved through the C-ID course numbering process.
 - Our students can still transfer to CSU and UC campuses through our Transfer Admission Guarantees (TAGs) if issues arise due to C-ID course numbering.
 - b. Neither the California State University (CSU) or University of California (UC) systems are participating in C-ID at this time.
2. Senate President Madeleine Hinkes reported that C-ID is only approving our course descriptors and not our actual courses and the intent is not to have the exact same course throughout the state.
3. The SDCCD Mesa, City, and Miramar Colleges are the only sister colleges in the state with course alignment, which should make the process easier for our district
4. Any course descriptors that are only approved conditionally through the C-ID process must go back to Faculty for possible revisions.
5. There are many unanswered issues with the process and Juliette is available to answer any questions.

Motion to bring the proposal forward for discussion and vote at the March 4th Senate Meeting:

M/S

Holton/Parsons

Unanimous

V. Approval of the Senate Minutes for December 3, 2012:

Motion to approve the minutes:

M/S

McLeod/Parsons

Unanimous

VI. Senate Exec Committee Reports:

A. President-Elect: (Terry Kohlenberg)

1. Committee Membership:

- a. Terry thanked Faculty for volunteering for committee membership.
- b. We need Faculty volunteers for the following:
 - Review of Services Committee (The committee meets one Monday each month at 1:00PM)
 - Selection Committee for the Director of Resource Allocation position
 - Senate Election Committee

B. Treasurer: (Ken Kuniyuki)

1. The Senate has a balance of \$1,960.54 in our checking account and \$1,071.37 in our savings account.
2. Ken passed out dues cards. (Only \$2 monthly for Contract Faculty and \$1 monthly for Adjunct Faculty)

C. Senator at Large #1: (Georgia Laris) – No Report

D. Senator at Large #2: (Katie Holton)

1. Dust and Noise Issues – New Social/Behavioral Sciences Construction Site:
 - a. Francesca Rascon reported she has had to relocate her class several times and expressed concerns regarding the planning process for the demolition of the I200/K300/K400 buildings that is causing so much disruption during the start of the Spring 2013 semester.
 - b. Jonathan McLeod reported that he suggested the use of walls and foam as has been used at Grossmont College to reduce the effect of dust and noise to our students.

E. Secretary: Office is Vacant

F. President: (Madeleine Hinkes)

1. Budget:

- a. Faculty Hiring Prioritization List:
 - Madeleine is hopeful that we can start hiring contract Faculty if the May California budget numbers look good.
- b. Chris Dawes asked about Cost of Living Adjustment (COLA) increases.
 - Madeleine reported Governor Brown is trying to restore COLAs by May.

2. Key Requests:

- a. The process has been changed:
 - Requests must now be submitted to the Vice President of Administrative Services for approval.
- b. College Police has had to order new blank keys due to so many key requests.
 - Madeleine and Bill Brothers asked Faculty to return keys they do not need to College Police to help reduce the expense for keys and make keys available right away to other Faculty
 - * Bill said Chairs need to ask Faculty to return keys and tighten up security.
- c. Key requests are taking a long time to process and Faculty reported that College Police Dispatchers have been rude to them when they have had to request access to their classrooms.

VII. COMMITTEE REPORTS:

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

1. Academic Affairs will schedule additional guests this semester on the topic of Curriculum Balance.
 - a. The committee will submit a report to the Academic Senate.
2. This is John's last semester as Faculty Co-Chair of the committee.

B. Professional Development Committee (PDC): (Chair Cynthia Rico)

1. The deadline for submitting Sabbatical applications is February 28th.
 - a. The committees will review the applications during the last part of March.
2. The next deadline for submitting Professional Development proposals/completions is February 13th.

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

1. The next Chairs' meeting is this Wednesday, February 13th.
 - a. Articulation Officer Juliette Parker will also report on the C-ID process to the Chairs.
2. Laurie reminded the Senators that we must follow the Collective Bargaining Agreement (CBA) contractual process for electing new Department Chairs.
3. The Chairs will start reporting on their departments and highlighting items of note at the beginning of each chairs' meeting.
 - a. Terrie Teegarden will report on the Math department on February 13th.

D. Curriculum Review Committee (CRC): (Co-Chair Toni Parsons)

1. The next Tech. Review Workshop is Friday, February 22nd from 11:00AM-3:00PM in LRC 229.
 - a. Please make an appointment with Elizabeth Norvell if you need assistance.
 - b. CurricUNET makes the process easier.
2. CurricUNET:
 - a. Our Pilot Program in Governet was transferred to a new server last semester.
 - Some functionality may have been lost due to the data transfer.
3. Six Year Review:
 - a. This year's report is not available, but we can use last year's grid.
 - b. Jonathan McLeod reported the deans must also keep track of six-year reviews.

c. The four letter designation for Physical Education courses is no longer PHYE.

- It is now EXSC.

E. Basic Skills Committee: (Coordinator Chris Sullivan) – No Report

1. Chris announced the Miramar College Academic Senate passed a resolution changing the policy for students to retest.

- a. Students can retest annually now instead of only once every three years.

F. Program Review Committee (PRC): (Co-Chair Kris Clark) No Report

VIII. OLD BUSINESS:

A. Outcome of Mesa Academic Senate Resolution 12.2.1 – Establishing SDCCD Grant Review Board:

1. The City College/Continuing Education/Miramar College Senates all passed our resolution and it went to the District Governance Council (DCG) in January.
 - a. Chancellor Carroll sent the resolution back to the campuses without a vote citing that one campus should not make the decision for another campus and asked each campus to review its own process.

B. District Strategic Goals for 2013-2017: (Madeleine Hinkes)

1. Chris Dawes noted the goals need to be developed through the "Participatory Governance" process.
2. The changes from Student Services are noted in red.
3. The Mesa College Academic Senate noted at the December 3, 2012 meeting that the plan does not include a Human Resources component for filling our existing Contract Faculty and Classified vacancies.

C. Smoke-Free District Policy: (Madeleine Hinkes)

1. You can speak directly to the Board of Trustees (BOT) members before their next meeting to be held at Miramar College on the issue.
2. The BOT will have a second reading and vote on the policy at the same meeting.
3. College Police is responsible for enforcing the policy.
 - a. Only warnings will be given this semester.

IX. NEW BUSINESS:

A. District Student Services Policy: (Cynthia Rico)

1. There is a new self-reporting question that asks students if they were expelled from another community college within the past five years.
 - a. The process is completed at the District level.
 - b. Jonathan McLeod reported Dean of Student Affairs Ashanti Hands maintains a record of students who are expelled from Mesa College.

B. Campus Civility Initiative: (Carl Luna)

1. Carl has asked Vice President of Instruction (VPI) McGrath to put together a working group to create our college's guidelines for civility.
 - a. Carl would like to bring other campuses on board and work on the initiative district wide.
2. Chancellor Constance Carroll will give opening remarks at the "Restoring Respect 2nd Annual Conference on Restoring Civility to Civic Dialogue" to be held at the University of San Diego (USD) on February 20th.

C. Senate Elections:

1. We need to hold elections for the following Senate Executive Officer positions:
 - a. Vice President (Office holder receives .2 reassignment time.)
 - b. Secretary
 - c. Senator at Large Position #1 (Georgia Laris is the Incumbent.)
2. The new Election Committee members will work with Erika Higginbotham on the calls for nominations.
 - a. You can nominate yourself if you would like to serve.

X. Announcements:

A. The next Committee of Chairs meeting is scheduled for February 13, 2013 in H117/H118 @ 2:15PM.

B. The next Academic Senate meeting is scheduled for March 4, 2013 in H117/H118 @ 2:15PM.

XI. ADJOURNMENT @ 3:59PM.

Submitted by Sue Saetia

Approved by the Senate: March 4, 2013