



SAN DIEGO MESA COLLEGE ACADEMIC SENATE

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For Approval: March 12, 2012

**San Diego Mesa College
Academic Senate
February 27, 2012: H117/H118 (2:15PM-4:00PM)
Minutes**

PRESENT:

Anar Brahmabhatt, Leslie Cloud, John Crocitti, Nellie Dougherty, Linda Farnan, Rob Fender, Lupe Gonzales, Erika Higginbotham, Madeleine Hinkes, Bill Hoefer, Sharon Hughes, Leroy Johnson, Ken Kuniyuki, Georgia Laris, Angela Liewen, Laurie Mackenzie, Joe "Mac" McKenzie, Jonathan McLeod, Phyllis Meckstroth, Devin Milner, Susan Lazear, Claude Mona, Michelle "Toni" Parsons, Francisca Rascon, Ron Ryno, Marilyn Schenk, Barbara Sexton, Shannon Shi, George Svoboda, Terrie Teegarden, and Manuel Velez

ABSENT:

Mark Abajian, Becca Arnold, Aulani Chun (Proxy to Leroy Johnson), Kris Clark (Proxy to Georgia Laris), Cherie Deogracias, Dwight Furrow, Martina Hesser (Excused), Katie Holton, Geoff Johnson, Danielle Lauria (Proxy to Chris Kinney), Guillermo Marrujo, Thekima Mayasa, Cynthia Rico-Bravo (Excused), Sabrina Santiago, Steven Siegel, Michelle Tucker, and Duane "Walt" Wesley, and Farshid Zand

I. CALL TO ORDER AND WELCOME by Academic Senate President Madeleine Hinkes @ 2:17PM.

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

III. PUBLIC PRESENTATIONS:

A. Associated Student Government (ASG) Representative: (President Cherie Deogracias) - No Report

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

IV. GUESTS:

A. Charlotta Robertson (Acting Dean of Instructional Services):

1. Classified Staff Development Conference:

- a. The 5th annual conference will be held on May 23rd and 24th after the spring 2012 semester ends.
- b. Mike Marbrey and Robin Watkins are the classified Logistic Coordinators for this year's conference.
- c. The needs assessment survey indicated that our staff members are most interested in attending workshops about staying healthy and disaster preparedness.
- d. President Luster will continue the tradition of presenting the college's "Unsung Hero" on May 23rd during the luncheon.
- e. Any Faculty who are on campus on May 23rd and 24th are welcome to join the conference.

2. Lessons Learned from the September 8, 2011 Blackout:

- a. A "Lessons Learned" report on the college's response to the September 8th power outage will be presented at Dean's Council and next week's President's Cabinet.

B. Gayla Pierce (District Food Services Manager):

1. Gayla reported a new Cafeteria location similar to the "C" Store will open in the new Mesa College Student Services building.
 - a. City and Miramar Colleges will also have new cafeteria locations.
2. The District's Food Services is now part of a nationwide co-op that includes San Diego State University and other four-year institutions, which will help keep costs down.

3. Gayla and her Department are working on a new menu for the Mesa College Cafeteria.
 - a. Burgers, Fries, and Pizza will remain on the menu.
 - b. Gayla would like to send out a survey to find out what Faculty would like to have on the menu.
 - c. There will be tastings for possible new menu items.
4. Food Services will start hiring Work Experience students as workers in order to address the hiring freeze which means that new staff positions will not be created for the new cafeteria locations.
5. Please email Gayla @ gpierce@sdccd.edu, if you have any questions or concerns regarding Food Services.

V. Approval of the Senate Minutes for February 6, 2012:

Motion to approve the minutes without changes:

M/S

McLeod/Teegarden

Unanimous

VI. Senate Exec Committee Reports:

A. Vice-President: (Rob Fender) - No Report

B. Treasurer: (Ken Kuniyuki)

1. Please pick up dues cards for Faculty in your department.
 - a. Dues are \$2.00/month for Contract Faculty and \$1.00/month for Adjuncts.
 - b. There are also dues cards available in the Senate office.

C. State Senate Representative: (Delegate Katie Holton) – No Report

D. Senator at Large: (Georgia Laris) – No Report

E. Acting Secretary: (Georgia Laris) – No Report

F. Past President: (Cynthia Rico-Bravo) - No Report

G. President: (Madeleine Hinkes)

1. Budget:
 - a. It is now projected that there will be an additional budget shortfall of \$3 billion statewide.
 - b. Student fee increases are causing revenues to decrease because more students can qualify for the Board of Governors (BOG) waivers.
 - c. Summer 2012:
 - Summer 2012 will be minimal:
 - * Basic Skill Courses
 - * Intercollegiate Athletics
 - * Radiology Technology
2. Commencement:
 - a. This year's commencement ceremony is scheduled for Saturday, May 19, 2012 at the Jenny Craig Pavilion on the University of San Diego (USD) campus.
3. Curriculum Balance Resolution:
 - a. Jonathan McLeod asked Madeleine to check on the status of the resolution with the Senates at City and Miramar Colleges.
4. District Student Services Updates:
 - a. Assistant Chancellor Lynn Neault's office posts updates on the Faculty web page.
5. Educational Master Plan (EMP)/Five Year Plan:
 - a. Updates to the EMP the will take place after Program Reviews have been evaluated.
6. Facilities Resolution Update:
 - a. The resolution was introduced at the District level two weeks ago.
 - It will be discussed at the District Governance Council (DCG) next week.
7. President's Cabinet Retreat this Friday @ Mission Trails:
 - a. The implications of the California Community Colleges Student Success Task Force (CCCSSTF) recommendations will be discussed at the retreat along with resource allocation.
8. Spring 2012 Plenary:
 - a. The Spring Plenary will be held in San Francisco from April 19th – April 21st.
 - There will be sessions on Curriculum, Repeatability, SSTF recommendations, among others.
 - b. Please contact Madeleine if you would like to attend.
9. Student Services Administration:
 - a. Dean Dave Evans will be the acting Vice President of Student Services (VPSS).
 - b. Dean Ashanti Hands will be the acting Dean of Matriculation and Student Development.
 - c. Dean Larry Maxey will be the acting Dean of Student Affairs.

VI. COMMITTEE REPORTS:

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

1. John reported the committee will review position paper #6 on Reassigned Time today.
2. Madeleine reported the Senate Presidents have been working with Jim Mahler to include additional reassigned time in the contract.
 - a. The Senate Presidents have provided their reports to Jim and the College Presidents.
3. Extended Service Units (ESUs):
 - a. The District pays ESUs to Faculty assigned to supervise or direct student activities or work on curriculum development, writing projects, or special assignments involving hours of service and responsibility beyond the range of normal faculty assignments.
 - The number on ESUs paid by the District is contractual.
 - One ESU for college Faculty equals \$837.00 per semester.
 - b. Georgia Laris said the process for allocating ESUs must be transparent.
 - c. Linda Farnan reported the current number of ESUs available for Faculty who supervise and travel with the Mesa College Speech Forensics team is not sufficient.
 - d. Madeleine will get information on how ESUs are allocated on campus.

B. Professional Development Committee (PDC): (Chair Sharon Hughes)

1. Sabbaticals:
 - a. Sabbatical applications are due to the PDC this Wednesday, February 29th by 4:00PM.
 - b. Please do not send sabbatical applications through the campus mail.
 - Please drop your applications off in the Academic Senate office, room A117.
 - Please place your applications through the secure mail slot in the door if A117 is locked.
 - c. We will check for sabbatical applications at 4:00PM on February 29th.
 - No late applications will be accepted.
2. Professional Development Proposals/Completions:
 - a. Proposals and completions submitted by the February 29th deadline will be considered at the March 7th PDC meeting.
3. Salary Class Advancement:
 - a. The next salary class advancement deadline is April 11th.
 - b. Please turn your paperwork in early.
 - We have a tight deadline this year due to the spring break schedule.

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

1. The next COC meeting is scheduled for March 14th in H117/H118 @ 2:15PM.
 - a. Curriculum Co-Chair Toni Parsons will be the Guest.

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

1. Tech. Review Process:
 - a. The remaining spring 2012 workshops are scheduled March 16th and April 13th in LRC 229 from 11:00AM - 3:00PM.
 - Please attend one of the sessions, if you received an email from Elizabeth Norvell indicating that your course(s) need technical work.

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

F. Program Review: (Co-Chair Kris Clark)

1. Program Review documents are due to your Liaisons tomorrow (February 28th).

VII. OLD BUSINESS:

A. Proposal for the Resource Allocation Process:

1. Madeleine will find out the answers to the questions she has received about the proposal when she attends the Planning and Institutional Effectiveness (PIE) Committee meeting tomorrow.
2. Madeleine and Laurie will also try to find out the process for prioritizing allocation for leftover funding.
3. Bill Brothers said there are Facilities needs beyond Prop. S & N funding that must go through the review process.
 - a. Facilities related funding requests also must be reviewed by the District Facilities Committee.

B. Adjunct and Contract Elections:

1. Online election for the five adjunct Faculty representatives is being held this week.
2. We still need to hold elections for the contract Faculty positions.
 - a. President-Elect
 - b. Treasurer
 - c. Delegate to the Statewide Academic Senate or a second Senator at Large.

VIII. NEW BUSINESS:

- A. **Position Paper #4 – Class Capacity:** Academic Affairs Co-Chair John Crocitti
1. John reported the paper attempts to reconcile Efficiency with Pedagogy.
 - a. The language may be too vague to allow prioritization of Pedagogy over Efficiency.
 2. John feels the paper was previously written to allow smaller class sizes when the only classrooms available had legal capacities that were lower than the normal capacity.
 - a. John expressed concern that the Vice President of Instruction (VPI) believes that the class capacity should increase to the number of seats available in a classroom when the only classrooms available have legal capacities that are higher than the normal capacity.
 - Madeleine and Laurie reported President Luster does not agree with the VPI.
 3. Barbara Sexton suggested that we develop a Learning Coefficient to assist in the process.
 - a. Toni Parsons reported that we do have a Learning Coefficient.
 4. Francesca Rascon said class capacities are subjective and need to be negotiated by the school dean, department chair(s), and Faculty.
 - a. All parties must review the course class capacity, especially if larger class capacities increase student withdrawal rates and reduce the student success rate.
 5. Please review the position paper currently posted on the Senate website and the revised version written by Academic Affairs in fall 2011 with the Faculty in your department prior to the next Senate meeting.
 - a. Please share any feedback from your department at the next Senate meeting.
- B. **Resolution 12.2.1 - Establishment of an SDCCD Grant Review Board:** (Jonathan McLeod)
- First Reading
1. Grants inherently have strings attached to them.
 2. No District policy or review process currently exists to ensure that we only pursue grants with provisions and requirements that are consistent with the District's goals, values, and the needs of our students.
 3. We need to have a district-wide shared governance committee responsible for scrutinizing grants and ensuring that we do not apply for grants that conflict with our goals, values, or the needs of our students.
- C. **Resolution 12.2.2 - Constitutional Amendments - Senate Executive Committee:** (Rob Fender)
- First Reading
1. Mesa College is currently one of only two California community colleges whose Senate President is not designated as the voting member at Academic Senate of California Community Colleges (ASCCC) events.
 2. The resolution makes the Senate President our ASCCC voting member.
 3. The resolution also changes the current Delegate to the Statewide Academic Senate position to a second Senator at Large position, possibly representing Student Services.
- D. **Issues with Publishers for Class Materials:**
1. Publishers continue to offer financial incentives to Faculty for selecting their textbooks.
 2. No effective District policy or state law currently exists to prohibit this type of conflict of interest.
 3. There has been some discussion at the State Chancellor's Office regarding the issue.

X. Announcements:

- A. Mesa College will hold several events in March in celebration of Women's History Month:
1. The Art Gallery, Black Studies, Chicano Studies, Drama, and Women's Studies will host events.
 2. FLEX credit will be available for some events.
- B. The next Committee of Chairs (COC) meeting is scheduled for March 14th in H117/H118 @ 2:15PM.
- C. The next Academic Senate meeting is scheduled for March 12th in H117/H118 @ 2:15PM.

X. ADJOURNMENT @ 4:00PM.

Submitted by Georgia Laris

Approved by the Senate on: March 12, 2012