



SAN DIEGO MESA COLLEGE ACADEMIC SENATE

7250 MESA COLLEGE DRIVE, SAN DIEGO, CA 92111-4998 (619) 388-2733 FAX (619) 388-2929

APPROVED: 09/24/07

MESA ACADEMIC SENATE

September 10, 2007 – 2:15 P.M. - 4:00 P.M. – LRC-435

Minutes

PRESENT: Bill Brothers, Leslie Cloud, Mike Crivello, Adrienne Aeria Dines, Margaret Fickess, Dwight Furrow Bob Gordon, Madeleine Hinkes, Holly Hodnick, Bill Hoefler, Gary Holton, Geoffery Johnson, George Svoboda, Ken Kuniyuki, Georgia Laris, Susan Lazear, Carl Luna, Joe Mac McKenzie, Jonathan McLeod, Val Ontell, Francisca Rascón, Michael Reese, Erin Rempala, Cynthia Rico-Bravo, Ron Ryno, Joseph Safdie, Mike Sanchez, Marilynn Schenk, Barbara Sexton, Shannon Shi, Erica Specht, Paul Sykes, Terrie Teegarden, Manuel Velez, Bonnie ZoBell

ABSENT: Mark Abajian, Chris Althaus, Becca Arnold, Nathan Betschart, Mavic Cruz, Teresa Higuera, Laleh Howard, Leroy Johnson, Laith Mekhael, Tricia Mendoza, Dina Miyoshi, Troy Sonders, Will Tappen, Duane Wesley, Farshid Zand

GUESTS: Chris Dawes, Paula Hjorth-Gustin, Phyllis Meckstroth

I. **CALL TO ORDER** was made by President Terrie Teegarden at 2:19 P.M. She welcomed new senators Manuel Velez (Chicano Studies), George Svoboda (Music), Holly Hodnick (Architecture), and Mike Sanchez (Physical Education).

II. PUBLIC PRESENTATIONS

A. **Associated Student Body (ASB) Representative** – Avery Ryder was introduced as the new A.S. President. He invited everyone to participate in "Club-Rush," which starts today and continues through tomorrow (September 10-11) from 11:00 A.M. – 2:00 P.M. The celebration included a display of flags around the cafeteria to commemorate 9/11.

B. **Public** - None

III. GUESTS

- **Elizabeth Armstrong, Vice President of Instruction – Enrollment Management.**

Vice President Armstrong discussed and distributed a handout on "San Diego Community College District Results of Growth Strategy 2006-07".

- The Basic Growth Strategy in 2006-07 was to "grow as much as possible to recapture the 821 FTES rolled back to 05-06 from summer 2006, and maintain FTES base without future roll-backs." An investment of \$6.3 M (Supplemental Funding for Additional Classes, Operating Budget Over-runs and investing in additional classes) minus \$1.2 M of Return on Investment (Credit Resident Growth, Non-Credit Resident Growth, and 2006-07

Additional revenue earned) resulted in a loss of \$5.1M. More money was spent than what was earned. Funds had to be moved over to fill in the discrepancies. In summer 2006, over 800 FTES was rolled back to 2005/06 to get back to base. The Board was notified by Vice Chancellor Terry Davis in May 2007 of the budget gap which could cause future problems. Directive was that the strategy was not working and it was suggested to roll back previous FTES.

- The source of Structural Schedule Problem is State Funds Credit FTES based on average class size (35.0 students). The average class size from 2003-2007 decreased 5.6 students per class, which resulted in a loss of 5,921 FTES and \$27M in revenue.

The solution made to address the Structural Schedule Problem was to adjust the Schedule of Classes to increase the District wide average class size to 31.0 students in 2007-08 and to 34.0 students in 2008-09. VPI Armstrong indicated on her report that if the District wide number of 34.0 students is not achieved in 2008-09, there could be budget cuts.

- In 2006-07, Mesa's FTEF plan had 995.74 actuals and 2007-08 funded 916.28 FTEF for Final Budget. The 2007-08 FTEF plan was revised to 983.74. The difference between what the District funded (916.28) and what was recommended (983.74) resulted in a difference of 66.46 FTEF or 332 sections for the year that were funded out of Mesa's budget for \$1,214,280. On August 1st, Mesa's fall 07 schedule was derived using 448 FTEF but the budget model only provided for 417.18 FTEF or a difference of 30.82 FTEF (154 sections too many). As of September 7th, the schedule is 420.0008 FTEF.
- More sections have been added and there has been growth in enrollment in some areas. The District has noticed a slight growth overall.
- The VPI would rather offer the best schedule and see what happens. Zero cap classes were canceled with no FTEF because it didn't affect anyone. Moderate sized classes were also combined when enrollment was low to help eliminate some sections. VPI felt that if a class has 18 or more students than a class should be kept but if it's less than that number, a class should be cancelled, unless it's a unique or specialty class.
- A concern was raised by Safdie on how students are notified on waiting lists. Others added that students are not processing their add codes and paying their tuition in a timely fashion. The VPI confirmed that faculty control which students they can add or drop, starting on the first day of class. She offered to follow up and find out how waiting list students are being notified.
- Humanities Institute Issue (VPI) – The Humanities Institute had a coordinator (pro rata) and assistant faculty member staffed in its office who wanted to augment FTEF for that office; however, President Rita Cepeda disagreed and felt that it could operate at its current level. As a result, the staff decided to move onto other things; thus, the office is not occupied. In efforts to get the Humanities Institute up and running, the VPI plans to convene with the Humanities Institute, advertise a .3 reassigned time for the Coordinator position, and announce there are available funds of \$12,000 in the budget to support campus activities.

IV. APPROVAL OF SENATE MINUTES OF May 14, 2007 was made, with a correction that Gary Holton was present at the meeting.

V. REPORTS

- A. Treasurer** – Michael Reese reported the Senate has \$1361.91 in savings account and \$798.89 in the checking account. The Senate Exec approved to donate \$200 for the Poetry and Short Fiction Contest.
- B. Academic Affairs** – Bill Brothers announced a presentation will be made today by Leticia Lopez and Assistant Dean Danene Soares on Global Awareness. He noted that Academic Affairs had approved to change the name of the International Education Committee to the Committee on Global Awareness.
- C. State Senate Representative** – Erica Specht announced upcoming meetings:
- October 20, 2007 – Area D meeting, North Orange Non-Credit;
 - November 1-3, 2007 – Fall Plenary Session, Anaheim, near Disneyland;
 - April 5, 2008 – Area D meeting, Coastline College;
 - April 17-19, 2008 – Spring Plenary Session, SFO Westin
- D. Professional Development Committee** – Bonnie ZoBell reported the PDC held its first meeting on September 5th. The Sabbatical Leave timetable was sent out via email. New online PDC forms are now fill-able on the web. ZoBell is confident that Mesa should receive the same number of sabbaticals as last year.
- E. Committee of Chairs** – Georgia Laris reported that Jim Mahler and Joe Safdie were invited as guests to the September 12th Committee of Chairs meeting. Safdie will discuss Student Learning Outcomes (SLOs). The Joint Chairs/Deans Retreat is scheduled for September 28th at Mission Trails Regional Park. On September 14th, chairs will have a special meeting with President Rita Cepeda to discuss “Enrollment Management”.
- F. Vice-President** – Cynthia Rico-Bravo asked everyone to contact her if there is a need to fill vacancies on various committees. During the summer, she indicated that President Teegarden and some members of the Senate Exec reviewed the VPSS and VPI job announcements before they were released. Then, the Hiring Committees for the VPSS and VPI were approved. Also, the Hiring Committees for the Dean of Humanities and Dean of Arts/Languages have been approved.
- G. Curriculum Chair** – Paula Hjorth-Gustin reported the Curriculum Coordinator is Elizabeth Castañeda and the Articulation Officer is Juliette Parker. She mentioned 2 goals of Program Review for the Curriculum Review Committee are:
- Assist programs working on program review. Programs with no integration due will be referred to Elizabeth Castañeda. Parker will review a program’s program review to ensure courses articulate and Hjorth-Gustin will assist.
 - Faculty asked to review catalog and program. Faculty should confirm the written information in the catalog is current and accurate and also ensure the program corresponds with what is in the catalog. Some faculty is training on the new pages in CurricUNET.
- H. President** – Terrie Teegarden reported on the following:
- 1. Senate Executive**
- Reassigned time – Originally Senate Exec had 1.3 FTEF which was not sufficient. An increase of 1.9 was requested for a total of 3.2 but they were only given an additional 0.7. Her goal is to continue to try and attain the 3.2 level.

POSITION	ORIGINAL REASSIGNED TIME	NEW ASSIGNED TIME
President	.5	.8
Vice President	.2	.3
Secretary	.0	.1
Professional Development	.2	.3
Chair of Chairs	.2	.3
Academic Affairs	.2	.2
Treasurer	0	0
State Senate Rep	0	0
Senator at Large	0	0

2. President's Cabinet

- 2006-07 Accreditation Annual Report, Substantive Change Proposal (Distance Education) and the accreditation on the midterm report were approved.
- Chancellor's goals and objectives:
 - Support Board, budget planning, facilities projects, strategic planning, leadership development, enrollment goals (expanding intersessions and increasing online), interconnectedness between colleges and Continuing Education, participation in community activities, and nation, regional and statewide activities.

3. District Governance

- Mesa ranks #100 in the number of A.A. degrees awarded by community colleges and #33 for Asian American students.
- Recycling document to be presented to the Board on September 25th.

4. District Committees

- Budget Committee received their information.

5. Board of Trustees – None.

6. Student Services Council

- Combo schedule – The District is moving away from individual class schedules. The Chancellor believes the best marketing tool is to have a combined class schedule that can be distributed in all areas that SDCCD serves. It was brought up that Mesa is concerned it will lose its individuality.

7. Other - None

VI. OLD BUSINESS

A. Finals Week – Only 2 senators expressed an interest in pursuing further discussions on this topic. Laris raised a concern that art studio lab classes are affected by a 16-week semester. A proposal was made to add an additional 2-3 days to the end of the semester to accommodate finals. Specht recommends that finals week be discussed further by the Chairs. Teegarden agreed to resurrect the proposal and ask Chairs to review it.

B. Grant Form – Tabled

C. Recycling – Erin Rempala, member of Mesa's Recycling Committee, mentioned that Waste management claimed Mesa turned in zero recyclables. Rempala referred to the handout that was emailed out. Bill Brothers suggested that a DL should go out to faculty, staff, and the district, with list of what's considered a

Next meeting will be on September 17, 2007, in Room H117/118 at 2:15 P.M.

Respectfully submitted by
Madeleine Hinkes, Senate Secretary, and
Ruth San Filippo, Recording Secretary.