



SAN DIEGO MESA COLLEGE ACADEMIC SENATE

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APPROVED: 09/26/05

ACADEMIC SENATE **September 12, 2005 – 2:15 p.m., H-117/H-118** **Minutes**

PRESENT: Becca Arnold, Bill Brothers, Donna Budzynski, Ailene Crakes, Michael Crivello, Margaret Fickess, Shirley Flor, Edith Flourie, Dwight Furrow, Madeleine Hinkes, Bill Hoefler, Gary Holton, Ken Kuniyuki, Mario Lara, Cesar Lopez, Carl Luna, Guillermo Marrujo, Andrea Marx, Joe Mac McKenzie, Jonathan McLeod, Trish Mendoza, Francisca Rascón, Michael Reese, Erin Rempala-Kim, Cynthia Rico-Bravo, James Romeo, Ron Ryno, Marilyn Schenk, Jean Smith, Erica Specht, Paul Sykes, Will Tappen, Terrie Teegarden, Michelle Tucker, Tracy Tuttle, Bonnie ZoBell

EXCUSED ABSENCE: Gail Conrad

ABSENT: Barbara Buchanan, Leslie Cloud, Laura Collins, Karl Engstrom, Terry Kohlenberg, Starla Lewis, Terrence Lynberg, Sally Murdock, Kevin Murphy, Pedro Olvera, Dickson Phiri, Mike Sanchez, Vivien Steger

CALL TO ORDER was made by President Carl Luna at 2:15 p.m. Since new senators were present at the first meeting, Luna asked everyone to go around the room and make introductions.

PUBLIC PRESENTATIONS. – Luna announced that our Announcement guest would present prior to other business.

Guest Chris Dawes introduced himself as being the Vice President of AFT (American Federation of Teachers). Jennifer Cost had been the former point of contact. He mentioned that he plans to attend all Academic Senate meetings. You are asked to contact him for any clarification on the AFT contract. He directed senators to the AFT website for further information.

GUEST: Lynn C. Neault, Assistant Chancellor, Student Services discussed Tutorial Referral Codes and the New College System ID (CSID).

Tutorial Referral Codes were created as a result of a legal advisory that was sent to SDCCD (San Diego Community College District) in April. The state performed an investigation on open labs in the ILC (Instructional Learning Center) and discovered that students had self registered for tutoring, which is not allowed for FTES (Full Time Equivalent Student). Therefore, the purpose of the Tutorial Referral Codes is for documentation for state auditing.

Tutoring, counseling, library and classroom faculty can assess if a student has a skill deficiency and refer the student to the tutoring center. Students may use the code anytime during the semester. The Attendance report and the Tutorial Referral Code Report *must* be turned in at the end of the semester. Allied Health raised concern that there is a need for hiring qualified tutors for their disciplines. Flex Credit is being offered to Faculty members who wish to assist in the tutoring center(s).

Beginning October 3, 2005, the District will be discontinuing the use of social security numbers (SSNs) in the student information systems (ISIS) and faculty web services. All faculty will be assigned an identification (ID) number to use for the login to Faculty Web Services. To get your CSID number, simply go to <http://faculty.sdccd.edu> (on or after this date). Type your last name and last five digits of your SSN and click enter. Your new CSID will display. Notice that a 7-digit number will be preceded by an "S" and "0" (zero) which is a temporary placeholder. Faculty and staff will be required to obtain a new photo id card from the district office but Neault indicated they will try to offer this service at each campus. Admissions will only issue a new, student photo ID card by request. Counseling is asked to refrain from using SSNs in their department because it creates issues with financial aid, etc. Notify District Student Services office to merge old records when you discover that a student has duplicate records (i.e., SSN info, alias or maiden name used). Final rosters will include new student id numbers.

Add codes will be online for the spring 2006 semester. Datatel will not be involved in the conversion process yet because they are in implementation phase. Nealt emphasized that faculty post fall grades online by **December 21, 2005**, especially if the course is a prerequisite to assist students register for the January 5, 2006 Intersession classes.

APPROVAL OF SENATE MINUTES OF 05/23/05 as modified.
M/S/U McLeod/Specht

REPORTS

- A. Treasurer, Terrie Teegarden** reported a \$1600 balance in the savings account. She noted that there are 140 faculty members to the Academic Senate. A Welcome letter and green, organization dues application card was sent to 20 new faculty to join. Dues are only \$20 per year or a payroll deduction can be used in lieu of paying by check.
- B. Academic Affairs, Co-chair Ailene Crakes** reported that the committee will have their first meeting today and will review the Mesa College Mission Statement.
- C. State Representative, Gary Holton** reported that the Student senate is an issue. Up until summer CalSAC (California Student Action for Change) had served as the Student senate but the governor does not recognize this group. Holton indicated that he is no longer serving on the legislative committee.
- D. Professional Development Committee, Chair Bonnie ZoBell** reported she is the new chair for this committee. She mentioned that faculty can receive flex credit for classes they are currently taking at an accredited college/university. ZoBell stated that the committee is available to review sabbatical applications before it is submitted to the committee. Crivello raised a concern that the Report of Completion for Professional Development Proposal does not get processed by the deadlines. Past chair Brothers indicated that if a report of completion is processed after the November 1st deadline, payroll will retroactively pay the

employee as long as the date submitted to the Professional Development Committee was prior to November 1st. ZoBell and Luna have action to follow up with Jim Mahler, AFT concerns about paperwork being processed on time.

- E. Chairs Committee, Chair Will Tappen** reported the first meeting will be held on Wednesday, September 14 with guests President Rita Cepeda and Assistant Chancellor of Student Services Lynn Neault. Contact your department chair if there are any items you would like to be discussed.
- F. Senator-at-Large, Paul Sykes** had no information to report at this time.
- G. Vice President, Erica Specht** reported she is the point of contact for any subcommittee information. She mentioned that Vice President Elizabeth Armstrong needs 32 faculty to assist with the accreditation mid-term report, which will focus on the 9 recommendations. The deadline to have the committees in place is October 4, 2005. A volunteer is also needed for strategic planning. Specht announced that David Klowden has opened the Writing Center Monday 10am-12pm, 3pm-5pm; Tuesday 11am-2pm, 4pm-5pm, Wednesday 10am-12pm, 2pm-5pm; and Thursday 10am-2pm, 3pm-5pm.
- H. President, Carl Luna** reported:

1. President's Cabinet

- 3 President's cabinet meetings were held on 8/23, 8/30, and 9/6. Next meeting will be held on 9/20.
- Mesa met the 2004-2005 FTES (Full time equivalent student) target but only by rolling 60 FTES (more than half) from summer, even with the addition of intercession classes. For 2005-2006, Mesa will need to meet its growth target with 330 FTES. Lower headcounts for fall impacted enrollment by 3.6% (as of 9/1).
- More than 1,000 students received deferment for enrollment fees to avoid dropping them for non payment to keep FTES levels up. Mesa was the only campus to implement this to keep enrollment numbers up. Mesa is looking at offering more Saturday, late start, intercession and on-line classes to meet its growth target.
- Mesa is in a 3rd party partnership with the Red Cross for Hurricane Katrina fund raising. Classified Senate has Coins for Katrina collection boxes on campus to help raise money. Luna asked if the Senate is interested in getting involved with the Hurricane Katrina fundraising effort which is to be discussed under new business.
- Luna has action item to email the draft of Mesa's 10 goals that were developed at the President's cabinet retreat.
- Luna has action to email the Educational Master Plan Working Group membership and overview on accreditation concerns that the college lacks. 18 or more volunteers are needed to work on subcommittees to develop a plan to address the nine recommendations Mesa received in its last accreditation report.
- Parking structure project is on track.
- Faculty has several questions regarding the Intercession Final Report generated from the Office of Instruction. Luna will bring to the next President's cabinet meeting.

2. Budget & Planning Council

- There is nothing to report until they meet in October.

3. Student Services Council

- Mesa Student disruption and academic honesty committee will meet with Assistant Chancellor of Student Services Lynn Neault to develop a better policy sometime in October.
- Mesa is waiting to get the third installment of district monies (50 million dollars) and attempt to fund 30 new campus positions this year.

4. District Curriculum Instructional Council

- District Curriculum Instructional Council is forming a new subcommittee on Policy Review to reconcile differences in policy districtwide (i.e., units in residence, etc.).

5. District Governance Council

- Budget planning will be done 3 to 5 years in advance.
- District is looking at irrevocable health care costs, in which money is set aside for our future benefits when we retire.

6. Board of Trustees

- The 2005-2006 budget was approved at their last meeting.
- The District has adopted a new funding/productivity model.

OLD BUSINESS – There is nothing to report at this time.

NEW BUSINESS

A. Faculty recruiting practices was discussed by Luna and Ron Ryno. Major concern is the process. Ryno felt that faculty should be able to control or select who should be hired. Sondra Frisch, Mesa's EEO Site Compliance Officer, gave a brief description of the hiring process. It was recommended that the faculty recruiting/hiring practices be given to the Academic Affairs committee on how to address this issue by developing a position paper.

ANNOUNCEMENTS by Chris Dawes were presented earlier during Public Presentations. Jean Smith, LRC announced that there will be a book sale outside of the LRC on Wednesday, September 14.

ADJOURNMENT was made by President Luna at 4:00 p.m.

M/S/U Tappen/Specht

NOTE CHANGE IN START TIME FOR SENATE MEETINGS:

Next meeting will be on September 26, 2005 in Room H-117/H-118 at 2:00p.m.

Respectfully submitted by
Cynthia Rico-Bravo, Senate Secretary and
Ruth San Filippo, Recording Secretary