

February 9, 2010

SAN DIEGO MESA COLLEGE

PRESIDENT'S CABINET

Agenda

February 9, 2010, 2 – 4 p.m., LRC 435

1) GENERAL ITEMS (Rita Cepeda)

a) Welcome and Introductions

b) Deb Canning – Facilities. Deb Canning will attend each 2nd and 4th President's Cabinet to give a brief facilities update. 1) Deb reported that the air quality was tested in H200 and it tested ok for mold and air quality at this time. They are now waiting on the insurance company to provide their report on the building's restoration. 2) Since the flooding and the cleanup and repairs it required, light duty cleaning is behind at this time. 3) A rock garden was created on the walkway between A building and the LRC – this is an attempt to conserve water on campus.

c) Major Events Approval (Submitted for approval via email on 2-5-10)

- New Voices New Modalities - Mini-Conference, April 16, 2010, 9 a - 3 p, I-117
- On the Spot Admissions Event, May 4, 2010, 9a - 1p; 3 - 6p, Main Quad
- 11th Annual Animal Health Technology Program Open House and Program Orientation, May 8, 2010, 9a - 1p, P-300 Bldg. and Compound

Events approved (Motion: Bale; Second: Rico-Bravo.)

d) Chancellor's Update: (Cepeda)

1) Enrollment at Mesa is 700-800 FTES unfunded due to 96% fill rate compared to 90% fill rate this time last year. Wait lists are now frozen. The 2% enrollment growth allocation funds may not be reimbursed by the state. Mesa's enrollment is up 4.3%.

2) Outcome of SERP: two phases. Mesa had to identify vacancies due to SERP and decide what positions could be defunded while making a case for those we had to fill. The big picture summary of District: Defunding 54 positions, 26 positions to be filled. Backfill of \$164,000. Net savings is expected to be 3.8 M district-wide which addresses the issues of budget shortfall and intent to avoid layoffs. Bottom line is we have reduced services on the Mesa campus – Mesa defunded 18 positions – 850,000 of the 3.8M is savings gained by Mesa alone. Of those 18 positions, only 4 will be filled. Our job now is to share duties, realign duties and share the burden within the set classifications. There will be some need for re-classifications. We cannot provide the same level of services, but will continue to strive to provide adequate service. The VPs will elaborate in their divisions what areas will be affected. In some areas, such as DSPS, the challenge is that we are federally mandated to have personnel in those areas.

3) On February 18, 2010, a 48,000 grant was awarded to Mesa for foster youth to expand our practices.

4) Handouts: Union Tribune article on Southwestern College accreditation sanction and memo from Barbara A. Beno which reaffirms the probation list of colleges. .

2) ADMINISTRATIVE SERVICES (Ron Perez)

a) Prop S/N Campus Forum – Campus Forum dates are set for March 4, G101, 3-5 p.m. and March 5, G101, 1-3 p.m. This forum will provide construction updates and a facility master plan.

3) INSTRUCTION (Tim McGrath)

a) Accreditation: Handout – Self-Study Process Accreditation Evaluation. Tim recognized Jill Baker, Juliette Parker and Yvonne Bergland on their work for the self study. Starting next week, President's Cabinet meeting times will be adjusted so that a review of the accreditation standards may begin. President's Cabinet will be held from 2 – 3:30 p.m.; followed by a review of one standard from 3:30 – 4:30 p.m. If there are issues with any of the standards being reviewed, the discussion will be continued on Friday following each meeting. February 16 is the review of Standard IIC which will be sent electronically by Yvonne Bergland so that they may be reviewed in advance of this meeting. Each subsequent standard will be sent the week before each review. The current schedule lists June 10th as the date to proceed for Board of Trustees approval and October 4-8 is the onsite visit of the accreditation team. Rita asked the members present at today's meeting if the schedule change for President's Cabinet meetings through May 11th was acceptable by consensus those present accepted the new format. A reminder that the Friday meetings are optional and only reserved for issues that need to be extended. President Cabinet members are not required to attend Friday meetings.

b) RAC – Rita commented that numerous changes have been made during the pilot phase. We are now in phase two – what we learned from Phase 1 is that people need a history of their budget and often there is a lack of consultation on budget matters. However, this start is an improvement. The marker will be Terry Davis' budget presentation in March. Tim commented that all nine participants have responded to the pilot survey which will now go back to Academic Affairs. Handouts were distributed of the RAC review calendar dates and a RAC matrix for training and presentation dates. These are open to both faculty and classified staff. The Academic Affairs sub-committee created this matrix for RAC. Approval was asked for this process – Donald Abbott commented that they attempted to make it as flexible as possible which is why there are only three questions that each department is asked to respond to (listed on page 6 of the RAC Review Calendar handout.) A discussion was held on the “cost center” for each department which might have multiple disciplines tied to these areas. It was stated that there won't be a one-to-one correlation between each department and these can be adjusted if necessary after the RAC pilot. In this phase, we are only focusing on 4000/5000 budget areas. Rita asked for agreement from present members of President Cabinet to proceed with the standard reviews. She summarized: 1) we now have a RAC calendar through April 16 and we are approving the motion of sequence and the approximate dates listed on this calendar, 2) there is no one-to-one correlation between disciplines, program reviews and cost centers, 3) data to support 400/500 apply to instructional, but non-instructional will work on their justification evidence (and due to this, the two hour timeslot on the calendar may not be sufficient and may need to be amended.)

4) STUDENT SERVICES (Barbara Kavalier)

a) H1N1 Taskforce Update – Handout: Final summary report (Suzanne Khambata) Thank you to campus police for providing refrigeration of vaccines. Vaccines continue to be given to students. Rita presented Suzanne with a plaque for her service and leadership to both Mesa and the District during this pandemic.

b) ASG Update (Mason Walker) 1) “Dear John” movie coming to local theaters is based on Todd Vance, a Mesa student. 2) This week is Club Rush event.

5) OTHER

a) Annual Report (Lina Heil) Informational postcards were distributed, Lina stated that a campaign is being developed for the Mission/Vision/Values statement which will focus on how each employee fits into this statement and how they are heard.

6) ANNOUNCEMENTS

- Managers / Supervisors Meeting: February 10, 2010, H 117-118, 8 – 10:30 a.m.
- Rosa Parks Memorial Project Unveiling, Thursday, February 25, 2010, 10 a.m.
- Male Leadership Summit, April 9, 2010, 9:30 a.m. – 1:00 p.m., Mesa Campus.