

# SAN DIEGO MESA COLLEGE

## President's Cabinet

September 17, 2019 | 2:15 p.m. | MC 211 A

### 1) CALL TO ORDER and INTRODUCTIONS: President Pam Luster

### 2) PRESIDENT'S REPORT

a) Campus and District Updates: President Pam Luster shared that the SDCCD 2019-2020 Adopted Budget was approved at the September 12, 2019 Board of Trustees meeting. Dr. Luster stated there will be a month-to-month check as we follow all of the budget reduction guidelines for expenditures. As staff retire/resign, there will be some positions that will be needed; however, all proposed hiring will first be vetted by President Luster and the Vice Presidents and then Dr. Luster must present it to members of the Chancellor's Cabinet. It is the Chancellor's determination if a vacancy will be filled. The default answer will be "no" due to the dependency on achieving \$10 million in salary savings this year to balance the budget.

b) Leadership Retreat: SDMC Priorities & Initiatives 2019-2020: President Luster stated that many who attend the President's Cabinet meeting were at the Leadership Retreat in August 2019. At that retreat, the attendees discussed strengths, weaknesses, opportunities and threats and also created a chart of items that Mesa College should focus on this year. These notes were compiled by the Institutional Research staff who created an infographic that represented the work from the retreat.

The graphic was viewed on screen and Dr. Luster asked for all who attended the retreat to share if this graphic reflects the work from the retreat.

A discussion followed on:

- why certain items were listed in the order on the graphic, that perhaps the three boxes should be positioned equally showing all feed to the items below it
- should the boxes at the top be wrapped around the core of items instead of above the items
- The bottom part of the graphic is the actual work of the campus and the outcomes of that work. The top part of the graphic is the overarching "why", "how" and "what."
- the order of the top three boxes was intentional to reflect equity and excellence at the top "feeding" into all items below it, followed by pathways which is the overarching structure and the master plan being "fed" by both Equity/Excellence and Mesa Pathways. The Master Plan will be a document that is reflective of what Mesa wants to do.
- the top part of the graphic reflects the "why," "how," and "what."
- the relationship between the top three boxes is that a Master Plan will be created based on a vision of Equity and Excellence and Pathways principals. The Master Plan will have all the items below as the "operating principals."

P. Luster

Priorities and Initiatives 2019-2020 Infographic:  
<http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Priorities and Initiatives Infographic P cab 9-17-19.pdf>

<p>Dr. Luster stated it was difficult to show on a graphic how interconnected the items are to each other and suggested that this graphic could be animated to show movement and direction as well as the inner-relationships between the items and how it is all centered around the idea of “why” – which is student success and equity. President Luster stated the most important piece is the discussion and follow-up on the work done at the Leadership Retreat.</p> <p>President Luster thanked the staff of Institutional Research who took all of the data and making it into a graphic that reflected the “sticky note” input from the retreat attendees. If anyone has thoughts on the Priorities and Initiatives 2019-2020 infographic please share them with Dr. Luster.</p>	
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<b>3) STANDING REPORTS – GOVERNANCE</b>	
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<p>a) Associated Students: Associated Students President, Taylor Carpenter, reported on the following items:</p> <ol style="list-style-type: none"> <li>1. AS elected a full board.</li> <li>2. AS is once again supporting the Veterans’ Week fundraiser this year.</li> <li>3. AS is looking forward to a fantastic tailgate party for the homecoming game this Saturday, 4-6 p.m., and also encouraging all to stay for the game which begins at 6 p.m. AS has a special surprise planned and will hand out glow sticks.</li> <li>4. AS Senator Franklin McKenzie and former Senator Eddie Moncada will run a voter information booth in front of the Commons every Monday and Tuesday, 12-4 p.m. The goal is to encourage students to do their civic duty and also to help students to make informed decisions when they go to the polls.</li> </ol>	<p>Taylor Carpenter, President</p>
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<p>b) Classified Senate: Classified Senate Vice President, Eva Parrill, reported on the following items:</p> <ol style="list-style-type: none"> <li>1. Anabel Pulido attended their last meeting and led a training on social media and how to use social media in our professional world.</li> <li>2. Charlie Lieu attended the “Advancing Racial Justice and Equitable Outcomes in Community Colleges” Institute workshop.</li> <li>3. Yesterday Classified Senate senators attended the Chancellor’s Forum.</li> <li>4. At the beginning of the month, Eva Parrill attended the first Academic Senate and looking forward to more communication and collaboration between Academic and Classified Senates.</li> <li>5. Yesterday Charlie Lieu and Eva Parrill along with Zulma Duran judged the office decorations for homecoming week. Ten offices competed; the top three were: 1) Outreach, 2) Transfer, Career &amp; Evaluations, 3) Arts/Languages and Humanities.</li> <li>6. Classified Senate has been encouraging classified professionals to go to the AFT Classified contract talks being held today and also on 9/23/19. These talks are to get ideas from classified professionals on what they would like to have in the next contract and ask questions on the current contract.</li> </ol>	<p>Eva Parrill, Vice President</p>
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<p>c) Academic Senate: Academic Senate Manuel Vélez, reported on the following items:</p>	<p>Manuel J. Vélez, President</p>
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1. AS held their first meeting on September 9. Included in the discussion included the structure of the Senate meetings to make sure the faculty have an opportunity to participate and have a venue in which they can be heard to discuss their issues. AS also discussed passing resolutions including the movement on the statewide level to encourage bachelor degrees at the California community colleges. Manuel stated that currently that ASCCC, the statewide Academic Senate, has a position that closes the bachelor's degrees and there is a move to get the ASCCC to overturn that position and they will be looking at how to actively support that through a resolution.

2. Mesa College AS was instrumental in starting the "vote of no confidence" against the State Chancellor. They have been discussing this with the AS presidents of City and Miramar and agreed that AS wants to continue to apply pressure on the State Chancellor and are looking at ways to pass the resolution or find a way to encourage the State Chancellor to be more transparent and more participatory in terms of the decisions being made.

3. AS representatives attended the Chancellor's Forum and also the Enrollment Management workshop. Manuel stated the Enrollment Management workshop was a lot more about budget than enrollment management.

4. The Majors Fair will be held on Monday; 41 departments are participating.

5. AS is working with FACCC - Faculty Association of California Community Colleges; some Mesa faculty are members of that group and they are trying to post a FACCC meeting on campus. The AS is working to sponsor that event.

6. AS is working with Classified Senate; a meeting was held with CS President, Charlie Lieu, and Vice President, Eva Parrill who have some great ideas on fundraising. They will work together to raise funds for the Resiliency Fund.

**4) INSTITUTIONAL COMMITTEE REPORTS**

a) Honors Program: Veronica Gerace, District Honors Co-Coordinator, and Scott Plambek, Mesa College Honors Co-Coordinator, presented an update on the Honors Program and Phi Theta Kappa. The presentation included the District Honors Council (DHC) structure and advocacy as well as the Honors Program list of assistance provided to Mesa College students and equity initiatives. Two students were featured in the presentation: Cameron de Jesus and Edgar Juarez.

Scott Plambek, who serves as the Phi Theta Kappa advisor, shared that the Mesa Chapter has 135 members including 8 officers. The Honors Program and PTK are working to build a strong relationship between the two groups. It was noted that the Honors Center is now located at D-103 which has computers and serves as a transfer and "hot spot" location for counseling and tutoring.

Veronica Gerace stated that Honors shirts are on sale, \$10 each or two for \$20 (buy 1 for a student) and will encourage all to wear the shirts for "Wear it Wednesdays."

V. Gerace / S. Plambek  
 Honors Program and Phi Theta Kappa  
 Presentation:

[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Honors\\_%20Presentation\\_%20Pcab\\_9-17-19.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Honors_%20Presentation_%20Pcab_9-17-19.pdf)

## 5) SPECIAL REPORTS

a) Basic Needs Summit Update: Dean of Student Success & Equity, Larry Maxey, presented on the Basic Needs Summit held on July 29, 2019 which included survey and mapping results, reflection activities, and next steps.

L. Maxey

Basic Needs Summit Presentation:

[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Basic\\_Needs\\_Summit\\_Pcab\\_9-17-19.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Basic_Needs_Summit_Pcab_9-17-19.pdf)

b) Research Snaps – Mathematics Outcomes. Research Analyst, Nancy Cortes, presented a Dashboard on Mathletics results for the last academic year, 2018-2019. Nancy Cortes stated that Mathletics is a series of workshops that occur during the summer and winter in preparation for students taking math courses in the following term.

N. Cortes

Link to Mathletics Presentation:

[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Research%20Snaps\\_Mathletics\\_Pcab\\_9-17-19.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Research%20Snaps_Mathletics_Pcab_9-17-19.pdf)

## 6) OPERATIONS

a) Enrollment Report: Vice President of Instruction, Isabel O'Connor, presented the following enrollment data:

I. O'Connor

### 1. Fall 2019 Enrollment

**FTES:** 5,863.1 (Target: 5,866)

**Headcount:** 20,719

**Late Start:** Mostly full

**CCAP:** Census date 9/17, 9/18 or 9/20 depending on the meeting pattern.

- Strong enrollment.
- Cancelled two sections of CISC.

VPI O'Connor shared that the final efficiency for the fall semester is 13.69; Dr. O'Connor expects the efficiency to be higher as we finish this semester.

### 2. Mesa College FTES Plan for 2019-2020

Summer II 2019	Fall 2019	Intersession 2020	Spring 2020	Summer I 2020
120 (Actual)	5,866	254	5,600	1,014

**FTES Target:** 12,854

b) Mesa Pathways: VPI O'Connor shared an update on Mesa Pathways to recap what has been done in the past two weeks. The workgroups are meeting and mapping continues; onboarding and career exploration is working on career fairs; *Leading from the Middle* is preparing to share their work; and Mesa Pathways Committee is off to a great start as President Luster participated and shared a message on the work that all are doing together. A discussion was held at the Mesa Pathways Committee to the structure of the workgroups as to how the structure changes as the work moves forward. VPI O'Connor attending the Chairs meeting where a discussion was held on the relationship between the workgroups and Mesa

I. O'Connor

<p>Pathways on determining the work/goals and setting direction.</p> <p>Howard Eskew shared that a Mixer was held with 12 people in attendance. A few more programs turned in their maps and counselors and instructional faculty discussed best practices, how their roles differ, and how to work with each other. They are now working on creating a flex activity on “when to listen” and “when to talk.” The next Mixer is September 26, 2019, 2-4 p.m. in BT 215 and students are invited.</p> <p>c) Education Facilities Master Plan (EFMP): Vice President of Administrative Services, Lorenze Legaspi, stated consultants are coming on campus next week to start the project. PIEC and President’s Cabinet will get updates from the progress as well as results of surveys and focus groups. The master plan will be a focus at the President’s Cabinet retreat.</p>	<p>L. Legaspi</p>
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**7) ACTION ITEMS**

*No items to be brought forward to 10-1-19 Pcab meeting.*

- Events:**  
Homecoming Spirit Week continues through 9-21-19
- Announcements:**  
Mesa Chapter of the American Association of Women in Community Colleges (AAWCC) meeting, 9-19-19, 5-7p, MC211  
Financial Literacy speakers’ series has begun with 105 students attending the first session. The next session has 67 attendees registered.  
Mesa Athletics Teams are having the most successful fall; a DL will be shared by Dean Ryan Shumaker.  
Latinx Month: September 26, 2019, 10:30 – 11:30 a.m., featuring Susan Topham. September 18, 2019, 11:00 a.m. – 1:00 p.m., B-106,  
Soft opening for the research lab. Heritage Month Poster of Events – features the Art Gallery exhibit and other events.  
Career Fest is next week, September 23 -26, 2019. An email was sent on the schedule of events.  
The LEEP Learning series is being finalized, Leaders Engaging in Equity Practice begins on September 27, 2019. This is a year-long series.

**Fall 2019 Pcab Meetings: 9/3, 9/17, 10/1, 10/15, 11/5, 11/19, 12/3**  
**\*INSTITUTIONAL COMMITTEE REPORTS:**  
 Sept. 3: Environmental Sustainability Committee (W. Ray)  
 Sept. 17: Honors Program (V. Gerace)  
 Oct. 1:  
 Oct. 15: HSI / Equity / Profession Learning (L. Lopez, L. Maxey, J. Johnson)  
 Nov. 5:  
 Nov. 19: BARC (L. Legaspi), PIEC (B. Herrin), COA (K. Clark)  
 Dec. 3: Mesa Pathways (H. Eskew, T. Parsons); Mesa Tutoring (M. Manasse)