

SAN DIEGO MESA COLLEGE

President's Cabinet

October 20, 2020 | 2:15 p.m. | Zoom

1) CALL TO ORDER: President Pam Luster

2) PRESIDENT'S REPORT

Campus and District Updates: President Pam Luster announced that we have the go ahead to hire the two permanent instructional dean positions that are open. We will move forward with searches in the spring and the two new deans will join us as of July 1, 2021. This will result in a full year of salary savings from those two positions and that helps with the yet-to-be-identified additional \$13 million in our budget gap this year.

We will be in acting roles with some support and VPI O'Connor will share more on this in her instructional update. President Luster thanked Dean Leslie Shimazaki who has been serving as Acting Dean of SBSB as well as Arts and Languages; and Dean Tina Recalde who will serve as Acting Dean of Math +Science.

Dr. Luster recognized Dr. Susan Topham, who is attending her last President's Cabinet meeting and thanked her for her work at Mesa College as Dean of Math+Science and also for her work at City College as the Interim VP of Student Services. President Luster stated we look forward to a great relationship with Dr. Topham in her new role at the District Office as Vice Chancellor of Educational Services beginning November 1, 2020.

President Luster announced that we will be holding a holiday drive-through event scheduled for Wednesday, December 2, 2020. Thank you to Culinary Arts who will prepare some soup and bread with a gelato dessert. Awnings will be set up around the street side of Mesa Commons building with music, Mesa swag, etc. A save-the-date will be sent.

Dr. Luster thanked all for their engagement at the last President's Cabinet; it was wonderful to see all the feedback provided unattributed to any one single voice, from the breakout room facilitators. President Luster shared that feedback with the National Conflict Resolution Center and talked to them about next steps for opportunities they might be able to provide to us as we continue to walk through this together.

Dr. Luster stated she has asked Janue Johnson and Claudia Perkins to join her in planning next steps to determine how we can design effective and timely professional learning for our institution. Dr. Luster thanked the classified professionals, Eva Parrill and Charlie Lieu, who met with her yesterday, as well as the Academic Senate officers, and discussed the kinds of

Pam Luster

things they are feeling and seeing within their organizations. Dr. Luster proposed today that we bring together a “Noah’s Ark” approach to this process and she asked Claudia and Janue if they would take the lead in investigating professional learning opportunities that we can engage in – an administrator, faculty member, classified professional and student will be asked to join them and schedule workshops. The first workshop that we will be able to do is the “Bystander Challenge” and is work that comes directly from the National Conflict and Resolution Center and is a real time experiential opportunity for empowering and engaging members of a community to be in those moments when you find yourself a bystander in terms of microaggressions or incivility – what one does in those moments. Dr. Luster stated she would propose to hold this more than once; and hold one just for students.

Dr. Luster stated she is also in touch with the “Speak Out Now” organization who has provided some work for us in the past around opportunities such as Tim Wise. Pam thanked Claudia for the connections to the University of San Diego that has an entire Soles school and has a Restorative Justice group as part of the work that it does.

Dr. Luster stated she is excited to walk through this together to think about what professional learning could look like for all of us, and she will talk more with the constituent leaders about how we bring people together. From what she has heard from all of you, these seem like good next steps.

President Luster shared that on November 12, 2020, there will be a virtual meeting of the Board of Trustees meeting. Colleges are given one hour, once a year, to display the best that Mesa College has to offer. The approach this year is to focus on the work around addressing racial inequality and anti-blackness and using our proposed Mesa 2030 goals to lift up the work of Mesa 2030 and the college.

3) STANDING REPORTS - GOVERNANCE

a) Associated Students: Associated Students (AS) President, Taylor Carpenter, reported the following:
 1) Taylor stated that she will possibly be bringing a resolution forward at the next President’s Cabinet.
 2) AS is voting this week on collaborating with Johanna Aleman for the distribution of Thanksgiving meals. There has also be interest from their Senate to provide meals to adjunct faculty members; and they are voting on a certain portion for students and for adjunct faculty.
 3) Taylor stated the Senators this semester are great and proactive and are involved; they are also working on Halloween costume contest.

Taylor Carpenter, President

<p>4) Student Affairs has also been working hard on the Your Voice – Your Vote campaign and they have done great work; Taylor stated it has been positive overall on the student engagement. Taylor thanked Charlie Lieu and the Classified Senate and the Academic Senate for their work this semester.</p> <p>5) Taylor stated in regards to the incident on September 15, 2020, she felt very supported by faculty constituent groups after the fact. She thanked the Academic for all their work and their public apology that they issued to her. Taylor gave thanks for last week’s meeting and stated she thought it was helpful for a lot of people.</p> <p>6) AS students will hold a leadership retreat but have no date; it could possibly be a workshop series.</p>	
<p>b) Classified Senate: Classified Senate (CS) President, Charlie Lieu, reported the following:</p> <p>1) Charlie acknowledged the Classified Equity Task Force for their Calling In To Action presentation last week at the Campus Community Forum. It was well put together, insightful, empowering, hopeful and a great mix of content.</p> <p>2) Charlie thanked Dr. Aileen Crakes and Dr. Ryan Shumaker for attending their Classified Senate meeting last week to share the Mesa’s Olympian Pathways Project Program. The program was very impressive and loved the support that this program is going to provide to the student athletes.</p> <p>3) Classified Senate has relaunched their name badge project; which was originally supposed to start in April 2020. The project was rolled out last week and this is optional. Charlie thanked Lorenze and his team and the Communications office and Pam Luster for their support of this project.</p> <p>4) Classified Senate is also in the process of drafting a resolution on the September 15 event at President’s Cabinet. They will bring this resolution to the next meeting.</p>	<p>Charlie Lieu, President</p>
<p>c) Academic Senate: Academic Senate President, Manuel Vélez, reported the following:</p> <p>1) Manuel reported on October 9, 2020, they held their second open forum on Academic Honesty and Distance Education. There was a great presentation from a representative from “Examity” which is a proctoring software; the faculty that attended seemed to have responded very well and liked “Examity”. The price was an area of concern but overall they were happy with the software. They also heard from faculty who have been piloting “Proctorio” this semester and they talked about their experiences with that software and what they felt were the benefits. Also, a good conversation was held on proctoring software overall and how to make it accessible to those faculty that are interested in using it and also what other ways can they use rather than proctoring software to try to insure or maintain academic integrity.</p>	<p>Manuel J. Vélez, President</p> <p>Academic Senate Resolution https://www.sdmesa.edu/about-mesa/governance/academic-senate/resolutions/Resolution%202020.10.1%20Condemning%20Sexist%20and%20Misogynistic%20Language%2010262020.pdf</p>

2) There is one last open forum on November 13, 2020, at which students will attend and give their perspectives on academic integrity and one final discussion before they return to the Academic Senate to begin discussing a recommendation on proctoring software and also academic integrity.

3) Manuel reported on October 17, 2020, they held their Area D meeting, which are the statewide ASCCC meetings that occur prior to the fall plenary. At the meeting, Manuel was proud to report that members of the Black Studies and Chicano Studies Department was there to discuss the Ethnic Studies requirement and to introduce two resolutions to Area D to be considered for the fall plenary. One resolution is to add an Ethnic Studies graduation requirement and the other resolution was to have the ASCCC work with the Chancellor's Office to amend Title V in order to create an Area E Ethnic Studies requirement for general education, which would put them in alignment with the Cal State Ethnic Studies requirements. Both of these resolutions were very well received and both chosen to move forward and will be discussed at the fall plenary. There is a possibility that they may become the ASCCC's position on Ethnic Studies.

Manuel mentioned that San Diego Mesa College has created a very strong reputation of great work on the statewide level, from Cynthia Rico, Toni's work and other faculty who have created a very positive impact on the statewide level and the Area D meeting from this last week was just another indication of the great work that we do – not only for our faculty – but for faculty on a statewide level as well. Manuel believes that our Black and Chicano Studies faculty are at the forefront of the Ethnic Studies discussion in the State of California.

d) AS meeting was held yesterday and Ian Duckles attended as the faculty chair of the Guided Majors group for the Mesa Pathways program, and he talked about what is the beginning of the areas of interest. This is in the preliminary stage and Ian gave the basic structure and to get input.

e) AS also discussed at their meeting Resolution 2020.10.1 – Condemning Sexist and Misogynistic Language; in relation to the incident at the September 15 President's Cabinet meeting.

Action Item: A motion for President's Cabinet to formally accept the Academic Senate Resolution 2020-10.1 was made by Oscar V. Torres; Second: Terry Kohlenberg. There was no discussion following the motion; a vote was held and the President's Cabinet has unanimously accepted the resolution of the Academic Senate.

f) AS is looking forward to the fall plenary of ASCCC, November 5-7, 2020. Manuel will add the resolutions to the Senate page and he can also provide copies upon request and open for comments on the resolutions that will be voted on at the fall plenary.

4) INSTITUTIONAL COMMITTEE REPORTS*

a) Program Review Membership Revision Proposal Second Reading. Bridget Herrin, Acting Dean of Institutional Effectiveness, stated there have been no revisions, but a clarification was made to one membership: the curriculum representative will come from the Curriculum Committee.

Action Item: A motion to accept the proposed changes to the Program Review Membership Revision Proposal was made by Andy MacNeill; Second: Lorenze Legaspi. The motion was approved unanimously and this document will be forwarded to President Luster for her review and consideration for final approval.

b) Budget and Resource Allocation Committee presentation. Lorenze Legaspi, Vice President of Administrative Services, stated this academic year there is no resource allocation process because there is no program review, BARC will present on other items. Alan Goodman presented on “BARC Learns” which is a series started last semester and is to understand how we are funded as a college. This has covered the Student—entered funding formula and its evolution; Prop 98 which is how we get the bulk of our funding, Campus Allocation model and Budget & Allocation from the district to understand how the money comes to the district and then how it is forwarded to the individual colleges. This year, topics planned include AB1725, 50% law, Prop 13 and other topics to become informed about the budget. VPA Legaspi stated last week they reviewed the district’s budget presentation by the Executive Vice Chancellor to the Board.

VPA Legaspi then reported all the funding from the COVID-19 response funding:
1) CARES Act – Direct Student Aid, Institutional Funds and Minority Serving Institution Funds.
2) Block Grant – Federal and State Allocations.
3) Mesa College Foundation, Associated Students, United Way, San Diego Foundation, Borderless Scholars, EOPS/CARE, NextUp and Fast Scholars.

c) Facilities/Safety Committee Merge Proposal Second Reading. The final reading of the Facilities/Safety Committee merge proposal was presented with no further discussion.

B. Herrin
Program Review Membership Revision:
http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Program_Review_Membership_Change_Approval_Pcab_10-20-20.pdf

L. Legaspi
BARC Presentation:
http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/BARC_Presentation_Pcab_10-20-20.pdf

L. Legaspi
Facilities/Safety Committee Merge:
<http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation->

<p>Action Item: A motion to accept the proposed changes to the Facilities/Safety Committees Merge Proposal was made by John Crocitti; Second: Manuel Vélez.</p> <p>A discussion followed about the purpose of the merge and VPA Legaspi stated that the populations of both of the committees were very similar and, due to the topics they discussed, that is not a full conversation without the members from both safety and facilities committees together.</p> <p>The motion was approved unanimously and this document will be forwarded to President Luster for her review and consideration for final approval.</p>	<p>documents/Safety_FacilitiesCommitteeMergeApproval_10-20-20.pdf</p>
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5) SPECIAL REPORTS

No special reports at this meeting.

6) OPERATIONS

<p>a) Administrative Services Updates: No report at this meeting.</p> <p>b) MESA 2030 – Framework for Long-term Planning: Draft Goals: VPA Legaspi and Acting Dean of Institutional Effectiveness, Bridget Herrin, presented on the Mesa 2030 Task Force at their draft presentation of its goals. They received feedback from 67 responses to their feedback form in addition to feedback other sources such as constituency groups, notes from school meetings and senate meetings. A meeting was held with IEPI Peer Resource Team and the colleagues that were a part of that team from other institutions shared their feedback as well and if we were accomplishing the goal of integrating equity, pathways and excellence explicitly and meaningfully throughout the document, with the goals being the first step. The guided framework listed the core value/tenet that drives all of the other goals which is equity and excellence followed by four goal areas: completion, pathways and partnerships, community, and stewardship. The Mesa 2030 Taskforce presented these draft goals at today’s meeting to receive additional feedback from all the constituency memberships that participate in President’s Cabinet. Other feedback which has contributed to this first draft were department and program interviews held in the spring and this fall, reviewed all of the 2018-2019 Program Review documents, comments from the Taskforce members, and sharing sessions held in the last academic year at which poster boards were posted around campus for faculty, staff, administrators and students to share their vision for Mesa College. They are also about to launch a community survey. There</p>	<p>L. Legaspi</p> <p>L. Legaspi / B. Herrin Mesa 2030 – Framework for Long-Term Planning Draft Goals: http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/MESA_2030_Goals_Presentation_Pcab_10-20-20.pdf</p>
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feedback form is available and will remain open so that additional comments can be shared. The Mesa 2030 website at: www.sdmesa.edu/mesa2030

President Luster asked all to discuss with their constituent groups one more time and forward the links of the presentation and feedback form to make sure we get comments from everyone. A discussion followed on the amount of feedback received and Acting Dean Herrin estimated over 100 at this point. A question on the inclusion of the Environmental Sustainability goals was asked and it was noted that the student representative on the taskforce emailed them about the sustainability focus and received her feedback and that will be discussed at their next meeting. Also, sustainability came up many times in the responses through the feedback form and that is one area they will include, mostly likely in the stewardship area which focuses on being responsible with our resources, including natural resources.

President Luster shared that the next Campus Community Forum on October 27, 2020 will focus on Mesa 2030.

c) Student Services Updates: Vice President of Student Services, Ashanti Hands shared the following updates:

- 1) This week is Undocumented Students Action Week and there is a collaborative effort this year with the District, Mesa, Miramar, City and CE Colleges. A full calendar of events was sent by Leticia Diaz.
- 2) Mesa College Borderless Scholars team has partnered with the Dreamers support program with the District and SDCCD colleges.
- 3) VPSS Hands attended an event this morning as part of a series of virtual events that were designed to engage in advocacy and support efforts in solidarity with undocumented students.
- 4) VPSS Hands reminded faculty to proactively support our Promise students, we require Promise academic progress reports. These have sent directly to students to self-report their grades. Class rosters will not be sent to faculty but they have encouraged students to connect with their professors if they are getting a "C" or 75% in their classes so that they can discuss how to improve their performance. The deadline is October 30, 2020.
- 5) Promise is hosting two Zoom workshops for promoting tips for success in online coursework and providing guidance for completing the progress report. An infographic was sent to all student that gives different resources available, including ambassadors, connecting to individuals by phone/email/zoom, counseling, tutoring, etc. As a reminder Friday is the withdrawal deadline.
- 6) In accordance with state guidance our District is going to be extending the timeline to allow students to petition

A. Hands

for pass/no pass – a recommendation has been made to extend that deadline to November 30, 2020.

7) It is National Transfer Week and emails have been sent by Anne Hedekin with important information.

8) Applications are being accepted for PTK All-American.

9) Information on flu shots for students has been sent.

Shared links in meeting chat:

Mesa College Borderless Scholars <https://bit.ly/34YUCot>

Mesa Borderless Scholars events

<https://tinyurl.com/MesaBorderlessUSAW>

Mesa College Undocumented Student Week of Action

Zoom Background- <http://www.sdmesa.edu/about-mesa/office-of-communications/toolbox/>

Borderless Scholars: <https://www.sdmesa.edu/student-services/eops/borderless-scholars/index.shtml>

If Faculty have questions on Mesa Promise Program

sdpromisemesa@sdccd.edu

PTK ALL USA Scholarship is now open.

<http://www.sdmesa.edu/student-services/student-affairs/scholarships/index.shtml>

National Transfer Week

<https://docs.google.com/document/d/1AOnjNEVFXws1YCx0-NR1pioZzCRWUcgMqsLcO7lxyHE/edit>

Faculty Career Development Training on 11/13 sign up:

https://docs.google.com/spreadsheets/d/1vXHppouVT-icd2iTUJ6QUWWDtYQykzqXv1Eh_7p9W14/edit#gid=0

d) Instructional Updates: VPI O'Connor shared the following updates:

1) Deans Social Behavioral Sciences and Multicultural Studies and Math + Science Deans – VPI O'Connor thanked President Luster for her advocacy in making the hiring of these positions possible. VPI O'Connor consulted with Chairs and all the schools affected that both Tina Recalde and Leslie Shimazaki taking on the first and second biggest schools on the Mesa campus is a lot of work. They have created a process where additional release time to a current Chair or Assistant Chair in the schools affected to support the Deans who are doing double-duty. They are working on a list of things that Chairs can do to support these Deans. In addition to Tina and Leslie, VPI O'Connor gave appreciation to Dean Linda Hensley who is taking on the leadership for Mesa for CCAP.

2) The second 8-week classes have begun and Mesa is

I. O'Connor

at about 5450 FTES. A year ago we ended close to 5900 FTES.

3) Intersession and Spring 2021: Chairs, Deans and Admin in every school have been working really hard to get the schedule done and the deadline was met. It will be available to students for both intersession and spring starting on Monday, October 26, 2020. There will be some face-to-face classes; Allied Health will have a total of 36 sections with some face-to-face in spring. Business and Technology will have a total of 10 sections; Math and Science 16 sections with some face-to-face (chemistry). Exercise Science will have more classes for both intersession (44) as well as spring (127). No decision yet on sports; conditioning courses have been scheduled for intersession and spring classes until an official decision is made. If sports back to campus occurs; there will be protocols for testing, safety measures and competition travel. It will be a collective approach from Miramar and City Colleges.

4) Spring 2021 – the Deans and Chairs have put together Leadership Kits. Thank you to Dean MacNeill and LRC staff barcoding and checking out to students and now collecting items. They are projecting what the needs are for Spring 2021 and assembling kits. If faculty do not know how to do this please talk to your Dean.

5) Looking forward to October 28, 2020 – Terry Kohlenberg has invited all the Deans and VPI O'Connor to join the Chairs meeting.

6) Report from Lisa Burgert – OER Librarian, who complete the ASCCC OER Survey on no cost textbooks on the schedule. Fall 2020 – a total of 184 courses with 412 sections scheduled that went to no-cost textbooks; compared to Fall 2019 when there were 29 courses and 83 sections of no-cost textbooks. The cost savings for Mesa students amount to \$1,144,515.

e) Mesa Pathways: Marisa Alioto, one of the three Mesa Pathways Committee Co-Chairs, presented updates on the Mesa Pathways workgroups. The Guided Majors and Mapping workgroup are continuing to work with the development and organization of those areas of interests (meta-majors) for programs. The program maps were due on October 15 and they continue to be sent in. The Pathways Communication workgroup (formerly Brave Communications) have a few changes to the plan to improve the ways in which we communicate the Pathways work to the greater campus. The Basic Skills Initiative has merged with the Proactive and Integrative Student and Academic Support workgroup and will create a new name. They are in the process of hiring 11 Pathways Fellows that will work under the direction Daniela Perez Peria to amplify student voices that will inform the Pathways work. The Onboarding and Career Exploration Workgroup are holding career development trainings that are going to occur over the next few weeks. A training was held last

Marisa Alioto, Howard Eskew, Toni Parsons

Friday and another training will be held on Classified Professionals on October 30, and for Faculty on November 13, 2020 – flex credit will be available and both will be held 8:00 a.m. – 12:00 p.m. There is a new Continuing Education Workgroup and there will be more information on this group at a future President’s Cabinet meeting.

7) ACTION ITEMS: A review of the Accreditation Mid-Term Report will be presented at the 11-17-20 President’s Cabinet meeting.

Calendar:

November 12, 2020: 4:00 p.m., Mesa College BOT Campus Meeting (virtual)

December 1, 2020, 2:15 – 5:00 p.m., President’s Cabinet Retreat (virtual)

December 2, 2020: Holiday Luncheon – Drive-through (details to follow)

Fall 2020 Pcab Meetings: 9/1, 9/15, 10/6, 10/20, 11/3, 11/17, 12/1

***INSTITUTIONAL COMMITTEE REPORTS:**

Sept. 15, 2020: Environmental Sustainability Committee (Leslie Seiger / Dean Leavitt)

Oct: 6, 2020: Second Reading: ESC Approvals

Oct. 20, 2020: BARC (L. Legaspi), Second Readings: Program Review and Facility/Safety Committee Proposals

Nov. 3, 2020: Honors (Rosiangela Escamilla, Ranmali Rodrigo), Tutoring (Mark Manasse)

Nov. 17, 2020: Professional Learning/Equity/HSI Presentation (L. Maxey, L. Lopez, J. Johnson) PIEC (B. Herrin)

Dec. 1, 2020: President’s Cabinet Retreat - Mesa Pathways and Mesa 2030