

SAN DIEGO MESA COLLEGE

President's Cabinet

February 2, 2021 | 2:15 p.m. | Zoom

1) CALL TO ORDER: Pamela T. Luster

2) PRESIDENT'S REPORT

Campus and District Updates: Dr. Luster thanked everyone that contributed to the great programming last week for flex week. She enjoyed learning from so many of you and enjoyed all the different ways we were able to celebrate such as Blythe Barton's dance video which was just a snippet of what she was able to create in the fall semester. A special shout out to the LOFT crew of Katie Palacios, Janue Johnson, Eva Parrill, Todd Williamson and Dean Andy MacNeill who make the magic happen and created asynchronous learning. This semester we will continue to highlight the events, presentations and performances; it is inspiring what the students are able to do under the wonderful guiding hands of our faculty. Thank you to all who attending the virtual Convocation and also those who provided wonderful content for our Mosaic. If you have more content, we have more space. Thank you to Dead Vicki Miller and some of our wonderful students who showed up at 6:30 a.m. on campus to welcome the media crew from KUSI.

Pam Luster, President

3) STANDING REPORTS - GOVERNANCE

a) Associated Students: Associated Students President, Taylor Carpenter, gave the following report:

- 1) AS will start meeting again; they had a very productive semester in fall. AS was able to support students in many way; including teaming up with Student Health and held a healing circle.
- 2) AS will be focusing on the many events they would like to hold in the spring semester.
- 3) Taylor announced she was accepted to the National University Scholars program; her major is Strategic Communications. She will be in a dual enrollment this semester as she completes her role as AS president. Taylor stated it has been an honor to serve alongside staff, faculty and students these past two years.
- 4) Taylor stated she is excited for this semester and it will be a good one to continue to support our students and continue to remind them that they can do this.
- 5) Taylor shared a concern from a student that students are still being asked to do unnecessary things, such as a student was asked to print out a 17 page syllabus, sign it, scan it and turn it back in. Taylor stated that was not a reality for a lot of our students to have printing capabilities. She encouraged all to meet our students where they are and not put unrealistic expectations on them. Taylor thanked everyone for what they do for students.

Taylor Carpenter, President

<p>b) Classified Senate: Classified Senate President, Charlie Lieu, gave the following report:</p> <p>1) CS has been very busy over the winter break. A sub-group of the Classified Senate updated a lot of the Classified Senate web pages. One was the professional learning events page which classified professionals can now quickly sort through professional learning events on our campus. A classified resources web page was created so that classified professionals can scour through to find recordings of past classified hacks workshops and helpful employee resources (contract, salary schedule). The classified spotlight is a project the senate has worked on to connect with each other since they do not have an opportunity to work together face-to-face.</p> <p>2) A third session of the Classified Hacks Workshop and it was the highest attendance to date with 26 attendees that participated. Charlie thanked the presenters Alicia Lopez, Catherine Cannock and Cathy Palestini for presenting tips on how to stay organized – a cool tech tool called a Jam Board was presented on how to brainstorm and also team building opportunities and finding your why as a classified professional.</p> <p>2) Charlie thanked Howard Eskew who attend a CS meeting and presented the Pathways Self-Assessment report where the document was reviewed and CS provided some suggestions.</p>	<p>Charlie Lieu, President</p>
<p>c) Academic Senate: Academic Senate President Elect, John Crocitti, gave the following report:</p> <p>1) AS had a full agenda at their last Executive meeting.</p> <p>2) At the end of the last semester the Senate created a Black Lives Matter task force in response to Chancellor Oakley's call for campuses to address social racial justice issues. The first meeting was held during the holiday break and came up with several ideas: 1) Judy Sundayo representing CDAIE shared that committee's 13 Point Plan which AS is going to review and work with in the BLM task force.</p> <p>3) AS decided that they would write a letter to the Board of Trustees in response to a hateful and threatening message sent to Chancellor Carroll. The day after the insurrection at the U.S. Capitol, Chancellor Carroll issued a statement on what had occurred. She received many negative responses as well as the Board of Trustees to her statement. AS crafted a letter to the Board of Trustees in support of Chancellor Carroll and called out the hateful message and threat to our community college. This letter will be brought to the entire Senate for approval to send to the Board of Trustees.</p> <p>4) The task force also discussed having greater faculty participation in Forums; drawing on our faculty's expertise; we have an informed faculty with expertise and should be taking a greater part in informing our students, the college community and maybe even a</p>	<p>John Crocitti, President Elect</p>

wider community on issues related to social racial justice.

5) A presentation at Senate Exec was given by Tasha Frankie in computer science on the competency-based education. A proposal was made that we apply for a grant related to competency-based education. John stated he believes this will provoke a lot of discussion when it is presented to the Senate at large.

6) AS would like to continue the question of academic dishonesty in a series of Senate sponsored forums. These would cover topics such as how can we best deal with academic dishonesty or how can we promote a more honest approach to academics among our students and give them the means to participate in a more appropriate manner and also giving them a sense of what education is and how acting appropriately is a life skill that will reward them later on.

4) SPECIAL REPORTS

a) Enrollment Update: Vice President of Instruction, Isabel O'Connor, gave an enrollment update on the FTES/FTEF and Productivity for the 2020-2021 Academic Year. VPI O'Connor stated that the spring 2021 data will change because we are still enrolling for this semester. The parameters are the FTES target accompanied with our FTEF allocation and the productivity broken down by terms.

1) VPI O'Connor stated we had a much higher FTES target than in prior years – almost a 14,000 range and we will not meet that target because of the pandemic and budget cuts. This year we are in “hold harmless” which means we are going to get the same apportionment whether we earn it or not.

2) Summer 2020 and Intersession 2021 were really big hits for Mesa. One pattern emerging over the entire year is that our short-term classes that are 4-weeks or 8-weeks are really big hits with students.

3) Fall 2020 had a really high FTES target; it was established prior to all the circumstances we find ourselves in. The target was not met; total FTES was 5,250 and we ended up not using quite a bit of FTEF because there was no student demand.

4) Intersession 2021 was a robust term for Mesa; sections were added and they filled.

5) Spring 2021 data is from last Friday. We are close to 5,400 FTES and the target is 5,922 and we are within our budget for FTEF allocation and efficiency is around 14.03. We are seeing some stronger enrollment in the spring as well as patterns. Students are enrolling heavily in the asynchronously scheduled classes. There is a good headcount of over 21,000.

6) VPI O'Connor they are interested in how many units the students take; we are seeing a lower average in terms of units that student are taking compared to previous spring semesters.

I. O'Connor
Mesa College FTES/FTEF/Productivity 2020-2021
http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Enrollment_Update_Pcab_2-2-21.pdf

Overall things are looking good; we have many programs that have both 16-week as well as the second 8-week sections already filled to capacity. This is due to the great work of the Deans and Chairs and all who support the enrollment effort throughout the campus; the planning is paying off.

VPI O'Connor shared we are well underway with the summer semester planning; we do not have an allocation of FTEF from the District Office but hope to have the summer schedule ready towards to the end of February.

b) Accreditation: Vice President of Student Services and ALO Officer, Ashanti Hands, gave the following report:

- 1) Dr. Hands thanked all who supported the Accreditation Mid-term Report process.
- 2) We are continuing to improve the report to make sure it is accurate and aligns with ACCJC requirements. The next steps include preparation for the Mid-term Accreditation Board Report that will be held on March 11, 2021 where President Luster will be presenting on our behalf. The final submission of the report to ACCJC is due by March 15, 2021.

A. Hands

5) OPERATIONS

a) Student Services Updates: Vice President of Student Services, Ashanti Hands, gave the following updates:

- 1) Student Services has been working incredibly hard to close out the semester and make sure students had what they needed for intersession and get them prepared for the start of spring 2021.
- 2) Welcome Week is now through Friday; there is a robust calendar that has temporarily transitioned into a virtual format. Please encourage students to engage and connect to make sure they have all that they need to start the semester.
- 3) Yesterday they officially kicked off a partnership with Edquity; this is an online tool and platform that allows us to quickly provide students with access to resources – financial and community. This partnership will help bring emergency grants and resources to students. Thanks to the San Diego Mesa College Resiliency Fund, all enrolled students who are in need of emergency aid for housing or food, can apply using the app. Emails were sent and they are working on a social media campaign to let students know that if they are experiencing a crisis that might disrupt their education that they can download the app and apply for aid and learn about helpful resources. Dr. Hands thanked Johanna, Dean Maxey, Lorenze, Victor and Katrina from the District, and a host of other people that really helped to make this a reality. It is a new way for us to be able to deliver services.

A. Hands

Welcome Week

<http://www.sdmesa.edu/campus-life/welcome-week.shtml>

Peer Navigator Video

https://drive.google.com/file/d/1_kjZBAVXGeIF2Ds5MsfgJBpbOgS5rIzd/view

Focus Group Sign-up Sheet:

<https://forms.gle/8wY5pjmcGu98mB5N6>

Equity app links:

<https://play.google.com/store/apps/details?id=co.edquity.cfst>

<https://apps.apple.com/gb/app/edquity/id1440050754>

Black History Month Calendar of Events -

<https://www.sdmesa.edu/academics/schools-departments/black-studies/black-history-month.shtml>

4) Mesa Journey has another upgrade; starting this semester, students will now receive a letter of welcome from all departments that have been identified as possible resources. It provides quick access to services that most of our students find helpful and also gives information on who to connect directly with the department of programs.

5) Many students withdrew last semester and the semester prior due to COVID; as part of our student services call to action, 49 faculty and classified professionals and administrators called over 160 black students who completely withdrew from all of their classes last fall. Calls were structure to extend care, to learn more about their reasons for withdrawing and to share information about registration and other support for their smooth transition back to taking classes at Mesa. Dean Maxey stated that over half of the students stated they have every intention of coming back.

6) The Outreach Office made 1,335 calls and also EOPS is also conducting similar calls to the DACA and undocumented students.

7) Across the board there were similar findings that had roots in just the challenges and issues with the overall campus closure, financial hardships, employment, problems with remote/online learning, technology. Each group have also documented the specific feedback that students have given and there are a range of reasons from a student who has been out of school for six years and this was their first time coming back and they could not transition to this; and also students who are trying to engage in their classes were kicked out of their house and are having a difficult time finding a place to live. There are many that are caring for others. They are trying to find creative ways to share this information and are hoping to post this on the Mosaic and very departments will also host sessions so that all can hear the students' voices on what they are experiencing.

8) The peer navigators Jordan and Mariel creating a brief 2 ½ minute informative video on winter Cruise observations of incoming students and what their concerns and anxieties are and also provided tips on how we can address those needs.

8) Dr. Hands is excited to announce we have a new collaborative effort between Mesa College and the Department of Education called Project Success. Deans Vicki Miller and Ailene Crakes will share on this program which is designed to improve retention, graduation, cohort default rates at minority-serving institutions. This will help us address major challenges related to enrollment persistence and students' financial choices. We will be receiving about 10,000 per semester in emergency student aid to help provide small student grants. This will go through our Equity office.

9) They will partner with Howard Eskew and provide some online financial literacy workshops and they are

looking for ways to help students with repayment success and cohort default rate management.

10) The scholarship application process is now open with over \$180,000 in scholarships for Mesa College students. Applications are due on March 8, 2021.

11) A special thank you to the San Diego Foundation COVID-19 community response fund; last December Mesa College was able to give 24 laptops to our students from our Promise, EOPS, DSPS, and CalWorks programs. Thank you to David, Leann, and Rocio in connecting the students with their laptops.

12) New funding was received from Veteran Resource Center funding one-time allocation in the amount of \$176,000.

13) The Stand was selected by the Jacobs and Cushman San Diego Foodbank to receive \$5,000 from their COVID-19 capacity funding.

14) A virtual opening will be held on The Stand Resource Center and it will include various student-centered workshops. They will also be able to load this information to the app so that students can get reminders about workshops that will help them be successful.

b) Administrative Services / Mesa2030 Updates: Vice President of Administrative Services, Lorenze Legaspi, gave the following report:

1) COVID-19 and Safety – thank you to Jaqueline Collins and Matt Faye, and also our district partners at Risk. The campus is still closed; there are some services, operations and some classes on campus with the guidance from the CDC and the County allow. We will be bringing back the reopening task force to determine where we are now; they are no current plans to reopen; a phased approach will be the right way to go.

2) Vaccines – keep your attention to any emails from VEBA and your health care provider about when and where people can get vaccines.

3) COVID-19 relief funding, the CARES Act direct student aid portion has been distributed and we are using the institutional funds and the minority-serving institution funds. The Block Grant fund from the federal government and the State portion; the Federal allocation was all put into technology; thank you to the technology team for receiving the laptops and prepare them. The State funding ends in 2022 which allows us more time to determine our needs. The additional funding through our Foundation, through the San Diego Foundation, EOPS and Associated Students have been going out to our students to help support them. There is a new Coronavirus Response and Relief Supplemental Appropriation Act (CRRSA) which is more money coming into our district and the college.

4) Budget update for California Community Colleges; Governor Newsome released his budget proposal on January 8 and it included the best and most funds in the

L. Legaspi / Bridget Herrin

Administrative Services Update PowerPoint:

http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Administrative_Services_PCab_2-2-21.pdf

budget that has ever been granted to education. It includes financial aid grants, basic needs, food and housing, mental health, enrollment growth, professional development and open-source textbooks. We will see a lot of one-time funds.

5) The Mesa Quad construction continues; it is being bulldozed and leveling some ground and the work should be completed in the calendar year.

6) Mesa2030: The Educational Facilities Master Plan; we are in the home stretch for this semester and VPA Legaspi spoke on the Mesa2030 purpose, framework and goals. VPA Legaspi thanked English, Performing Arts, and Athletics where meetings were held to talk about the facility planning to make sure that all the needs are being addressed in the master plan.

7) Dr. Bridget Herrin added that all of this information is on the Mesa2030 website which also has the Mesa2030 short video vignettes on the Convocation Mosaic webpage. The student focus groups are kicking off; the first focus group was held two weeks ago with peer navigators, ambassadors and pathway fellows. They gave great feedback and they look to them as student leaders who can help us better form the questions for our focus groups and potentially help facilitate future focus groups. Two more focus groups will be held next week. If you know of any students who would like to participate there is a registration link; they want to focus specifically on the most disproportionately impacted students. Students will receive a \$20 gift card for participating.

c) Instructional Updates: Vice President of Instruction, Isabel O'Connor, shared the following report:

1) We continue to have about 3.5% of our sections offered on campus; we are careful about how these classes are staged. VPI O'Connor thanked the support from Administrative Services, the faculty from Allied Health, Math + Science, particularly Chemistry, as well as Culinary Arts. In the fall Tina Recalde and Dr. O'Connor presented on one of the Chancellor's webinars on how we have brought CT programs back to campus. Today the American Association of Community Colleges invited input from Mesa College for a handbook on best practices on how to bring CT courses back to campus.

2) We continue the effort to support the students with an eye to equity and excellence. The OER librarian, Lisa Burgert, is doing an amazing job working in conjunction with faculty as soon as there is a draft of the schedule. Later this semester Dr. O'Connor can provide the number of how many sections, how many students and how much money we saved the students.

3) We are applying to be part of a project in conjunction with the statewide Academic Senate that reviews OER practices and equity / culturally relevant curriculum and

I. O'Connor

A. MacNeill
Mesa Teaching Tree:

<https://sdccd.instructure.com/courses/2370541>

Design 2 Align:

<https://sites.google.com/view/design2align>

the ultimate goal of that is to produce a list/manual of best practices for OER pedagogy.

4) Kits continue to be provided to students; thank you to the LRC, Monica Romero, Donna in Chemistry, and all the Deans and Chairs for coordinating with Jacqueline Collins to make sure we deliver the kits.

5) VPI O'Connor thanked Dr. Manasee for supporting our students with amazing tutoring services. Thank you to the Library for going above and beyond the call of duty by scanning resources so we can get the materials to the students and the faculty.

6) Last semester, Blythe and Donna and the students did a fabulous dance concert. Not only dance, but also museum studies we learned quite a bit about how to work in conjunction with Jacqueline and Lorenze and administrative services to hold these in some capacity back on campus and allowed the students the experience and do it safely. Conversations are also being held with Administrative Services on holding Golden Scissors.

7) Dr. O'Connor thanked Cesar Lopez and Thekima Mayasa and all the Chicano and Black Studies faculty who took the leadership and organized the conversation on how do we meet Cal State requirements on ethnic studies.

8) Last week Mesa College submitted 22 course proposals to Area F of the Cal State GE. We are in great shape to meet this important requirement and committed to supporting Chicana/Chicano and Black studies as well as Native studies and Asian studies.

9) Other curriculum initiatives: last fall the Board of Trustees passed the credit for prior learning; both the board policy and the administrative policy which tells us how we are going to apply it. Now we are ready in conjunction with the District Office and the rest of the colleges to start thinking how do we apply this.

10) We are also discussing competency based education; which Dr. O'Connor believes will be coming down the pike in a few years with a possible pilot.

11) A Curriculum Equity and Excellence Review group has been formed and Dr. O'Connor thanked Chris Sullivan and are looking at examining our curriculum and reviewing our practices and culture, etc.

12) Flex week opportunities were amazing; there was one flex activity that Dr. O'Connor recognized – the Chairs Academy. It as an amazing session that she along with Terry Kohlenberg and Manuel Vélez, created as a beginning session to give a panoramic view of what a chair does on our campus. These will be broken down into modules.

13) Kudos to the DE, Andy MacNeill and the LOFT – we are putting together a certificate for Online Teaching that focuses not only on the technical parts but also equity and excellence.

14) Mesa Buddies – Dean Andy MacNeill shared that last spring they had to get people up to date on how to

transfer their classes to a remote environment, They came up “Building with Buddies” – they are still working in groups of buddies. The Teaching Tree which started before we transitioned to online is a place for faculty to get together and share their equity-minded teaching. Faculty share their thoughts on how they welcome students, clarity and course design, zooming synchronous sessions, etc. A session is also led every Friday during the spring and it is improving what we do online. The next collaborative effort is “Design to Align”. This brings faculty in core groups together to work on a project to improve their online offerings and equity focused. Since we need to prepare for when we come back to campus, and “Design to Align” is mostly DE, but we also have the Equity Institute and Equity in Action where faculty will be placed in inquiry groups to bring those practices to the face-to-face classes. There are already five faculty inquiry groups together; the application has been sent and it is very popular and great work is being done.

The OER Mosaic for full courses, with Lisa Burgert’s leadership, give the opportunity for faculty to group together and put full courses online that are at no cost or little cost and use OER resources.

d) Mesa Pathways: One of the Mesa Pathways tri-chairs, Toni Parsons, gave the following update:
1) Pathways gave an update at Convocation about the sorting activity that occurred during flex week; they are working on the design of the “areas of interest”. There is a timeline to have the meta-majors framework done by the end of this semester. The timeline is posted on the Mesa Pathways webpage and emails will be sent on Mesa Pathways on how you can get involved in the process throughout the semester.
2) This Friday, MPC with the fellows is having a retreat to focus on the next year and a half left for the original implementation funding. That funding will sunset on June 30, 2022. This is a good time for MPC to be very focused on prioritizing what needs to be done over the next 1 ½ years.
3) The Pathways Self-Assessment document is making its way around the Senates and will be voted on next Monday at Academic Senate, AS will present to Associated Students this Wednesday, and Classified Senate will be voting on it soon. It will come back to President’s Cabinet for the final reading and recommendation for approval on February 16, 2021. This document will be submitted to the Board of Trustees and submitted by the March 1st deadline.

Marisa Alioto, Howard Eskew, Toni Parsons

7) Closing Remarks: President Luster
Dr. Luster shared there was something posted on social media today; our head football coach Gary Watkins has the “3.0 and Above Club” for our football team and they

just posted their fall grades. 51 of our football players are in this club. These students did not get to compete in the fall semester and so they were taking a full load of courses; 12 of those students were 4.0. President Luster congratulated Dean Ryan Shumaker and Dean Ailene Crakes and Valerie Pallares-Herrera on their leadership.

7) ACTION ITEMS: 2-16-21: Guided Pathways Self-Assessment second reading

Announcements:

Dean Vicki Miller - The scholarship applications are available; one of the unique things this year if they are due in March 8 and hopefully this will increase the applications. They are hosting workshops, holding office hours to assist students to apply. Please encourage students to apply for scholarships.

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

Students Rights and Responsibilities Workshops – holding open office hours for students with any questions or those that need to speak with the site compliance officer.

Student Services circulated an announcement last week on academic honesty which encourage faculty to utilize them for support.

Eva Parrill: Classified Professional Events Calendar: <https://www.sdmesa.edu/about-mesa/governance/classified-senate/events/index.shtml>

Classified Resources: <https://www.sdmesa.edu/about-mesa/governance/classified-senate/Resources.shtml>

Classified Spotlight: <https://www.sdmesa.edu/about-mesa/governance/classified-senate/classified-spotlight.shtml>

President Luster stated the First Monday on the Mesa was sent to the campus DL and encouraged all to read that for campus updates.

Spring 2021 Pcab Meetings: 2/2, 2/16, 3/2, 3/16, 4/6, 4/20, 5/4, 5/18

***INSTITUTIONAL COMMITTEE REPORTS:**

2-2-21:

2-16-21: Guided Pathways Essential Practices Scale of Adoption Self-Assessment Second Reading (H. Eskew);
Presentation: Mesa College 13 Point Strategic Action Plan for Racial and Social Justice (J. Sundayo)

3-2-21:

3-16-21:

4-6-21:

4-20-21:

5-4-21: Campus Employee Learning Committee (J. Johnson, A. MacNeill, E. Parrill)

5-18-21: End of Year Presentations – Mesa Pathways / Mesa2030