

October 19, 2010

SAN DIEGO MESA COLLEGE

PRESIDENT'S CABINET

Agenda

October 19, 2010, 2 – 3:30, LRC 435

1) GENERAL ITEMS (Liz Armstrong)

a) Welcome and Introductions (Bill Craft attending for Dave Evans.)

b) Campus Safety Issues (Jack Doherty): Jack presented a review of the SDCCD campus safety services for staff and students. The “Safe and Sound” brochure, emergency contact chart and flier for the Day and Evening Police Escort Service were distributed and Jack reiterated the goal of providing a safe learning environment which includes a close working relationship with facilities and a 24 hour dispatch center and alarm system. Additional information at: <http://police.sdccd.edu/crimestats.htm>

A discussion followed about the evening close time for the Mesa Campus which is 10 p.m. (allotting time for some classes that end at 10:15 p.m. and LRC personnel who perform a security walk-through until 10:30 p.m.) Liz Armstrong stated that individuals should not remain on campus after the campus closes. Jack stated that something being discussed to increase the surveillance on each campus are “campus safety cameras” which would allow College Police to make “virtual” patrols from remote locations. Liz concluded the discussion stating that the Executive Staff would be holding a campus safety check tonight to note any safety hazards on the Mesa Campus.

c) Faculty Hiring Process (Liz Armstrong) – Tabled for the October 26 President's Cabinet meeting.

d) Great California Shakeout - Mesa College: Oct. 21, 10:21 a.m.: Charlotta Robertson distributed a flier for the event which is this Thursday. SD Mesa College has 43 C-CERT trained staff and faculty who will be activated for this drill. She also commented that FSR (family service radios) will be purchased because our radio and telephone systems will not be available for extended periods of time in the event of a real emergency.

2) MAJOR EVENT APPROVAL

a) No forms submitted.

3) ACCREDITATION

a) Accreditation – Exit Interview: Liz Armstrong discussed the email she sent on 10-15-10 following the Exit Interview with the Accreditation Visiting Team. Areas of commendation and recommendation were discussed. Liz commented that we would need to address the recommendations in the near future, especially the two last recommendations on planning and resource allocation and SLOs. The team chair had commented that the team stated that SD Mesa College should be further along in the process. Liz stated the college will review the current status for course-level SLOs and determine the next step to find a way to accelerate the progress. A serious issue is that Mesa College has not met the 2004 recommendation on integrated planning and resource allocation. However, Liz noted that the Strategic Planning Committee has been meeting each week since the start of fall semester and is making good progress in this area.

4) INSTRUCTION (Tim McGrath)

a) Enrollment Update – no report.

b) Basic Skills Report: Terrie Teegarden presented a PowerPoint on Basic Skills which included the achievements and future of Organizational/Administrative Practices - Goal Now), Program Components, Faculty and Staff Development, and Instructional Practices. The presentation ended with an action plan for 2010-2011 and a handout on the above four areas proposed improvements.

5) STUDENT SERVICES (Barbara Kavalier)

a) SD Mesa College Clubs in need of Advisors (Ashanti Hands – Handout) Ashanti shared that out of the 42 clubs on the Fall 2010 Club List, only 4 now need advisors. Advisors must be contract faculty or staff who attend all meetings and activities, provide resource guidance and supervise funding.

b) Support Services for Students (City College tragedy) – Suzanne Khambata commented that counselors are providing outreach to students who may be affected by the City College tragedy. In addition, “Stay Safe Plan” packets were created to distribute safety information to students. These pamphlets and fliers will also be available at the flu shot distribution center in the LRC.

6) ADMINISTRATIVE SERVICES (Ron Perez)

No report.

7) PARTICIPATORY GOVERNANCE REPORTS

a) Academic Senate (Cynthia Rico-Bravo) – No report.

b) Classified Senate (Robin Watkins) – No report.

c) Associated Students Governance (Shahzeb Naqi) ASG distributing Safe and Sound brochures and are considering asking for a presentation from College Police staff. Liz offered to help Shahzeb in arranging this event.

8) OTHER

a) N/A

9) ANNOUNCEMENTS

a) Mesa Campus Board of Trustees meeting is Thursday, October 28, 4 p.m., C119.

b) November 1, 2010, Chancellor's Open Office Hour, 3-4 p.m., A104a.

c) November Board of Trustees meeting is November 11, 2010. Placeholder deadline: October 21, 2010, 12 p.m.

10) ROUNDTABLE

a) March 4, 2011, 9a – 5p, is now being considered as a possible date for the President's Cabinet Retreat. After confirmation of availability at the Mission Trails Regional Park facilities, this date will be confirmed.

Next meeting is Tuesday, October 26, 2010, 2 – 3:30 p.m., LRC 435.