

**October 27, 2009**

SAN DIEGO MESA COLLEGE

PRESIDENT'S CABINET

Agenda

October 27, 2009, 2 – 4 p.m., LRC 435

**1) GENERAL ITEMS (Rita Cepeda)**

**a) Welcome and Introductions**

**b) EOPS 40th Anniversary (Anthony Reuss)** EOPS – Anthony shared a PowerPoint presentation on the programs which benefit disadvantaged students. Two students gave testimonials on the benefits of the CARE and Fast-Track programs.

**c) RAC – Strategic Plan Update:** A handout was distributed that addressed the concerns shared by members of the Academic Senate. It was shared that the one remaining concern was that faculty would like to be involved in all of the steps of the Pilot program, including who will serve on the RAC as well as what criteria determines success of the Student Learning Outcomes (SLOs.) Rita Cepeda stated that the body that will regularly review the Pilot program is the President's Cabinet and that it is anticipated that some portions of the Pilot will need to be modified. Rita Cepeda asked for nominations for faculty committee members – Cynthia Rico-Bravo stated she would send these names to Rita by email. The Integrated Planning Process was approved (Motion: Bill Brothers; Second: Joi Blake.)

**d) Staging / Office Move:** Ron Perez is working with the District office on scheduling a date for the Campus Forum which gives updates on the ongoing construction/stage/moves on the San Diego Mesa Campus. Student Services is the first to move to the Modular Villages and it is a tight fit for some offices. The remaining Student Services offices and Administrative offices will be the next to move to A 102 and 103 building. Rita Cepeda shared that Proposition S/N will pay for the Student Services out and back move. However, because Barbara Kavalier's department will remain in A103, there will be no cost for moving her department back when construction is complete. It was estimated that the cost for the move to the A building is less than \$10,000. However, since A102 will now be the Administrative Services office, LRC 435 will now be used as the SD Mesa College campus conference room and the President's office will now be responsible for taking future reservations for this room.

**2) ADMINISTRATIVE SERVICES**

**3) INSTRUCTION (Tim McGrath)**

**a) Program Review Handbook** (Yvonne Bergland): The Program Review Handbook was distributed to voting members of the President's Cabinet. Yvonne brought attention to revisions that have been made to this handbook. Rita Cepeda commented that Mesa may be the only college in the District to have accountability in instruction and administrative services.

**b) Mission Statement** (Bill Brothers) Academic Affairs started the process of reviewing “Curriculum Balance,” including AB1725 and how it relates to curriculum balance. Bill commented that the Mission Statement should reflect some of these statements. After discussion, Bill proposed adjusting the Mission Statement to have the language of AB1725 in the following order under “Goals” - item 1: transfer education, associate degrees, career and technical education,

certificates, and basic skills. This change was approved (Motion: Brothers; Second: Weiss.) Bill Brothers will submit the document with the changed wording to Rita Cepeda via email.

**c) FTEF – 2010 Summer Projections**(Tim McGrath): Tim shared that Mesa has not received our FTEF projections yet – he created this report by looking at the patterns for the last two years and the anticipated cuts. The 2010 summer schedule would be based on 80 FTEF. A discussion followed on if a date had been set for summer classes – no date set, but an 8 week course period was established with the exception of Margie Fritch's and Jonathan Fohrman's classes that will not fit in an 8 week period.

#### **4) STUDENT SERVICES**

**a) H1N1 Taskforce Update**Suzanne Khambata stated that the POD, point of dispensing, the vaccines will be H117-118. Until the vaccines arrive the room will be used for training the medical and clerk volunteer staff. On 10-28-09 the seasonal flu vaccine will be administered to students only. Rita Cepeda shared that Kim Myers will be sending an informational memo on volunteerism – including if classified staff can volunteer as part of their regular shift.

b) ASG Update (Mason Walker) Naomi Grisham led a workshop on the CSU / UC TAG agreement guideline changes. Mason reported that most students attended the UC workshop because they felt there was little chance of getting into a CSU school.

#### **5) OTHER**

a) Participatory Governance Presentation (Cepeda): Rita Cepeda shared a PowerPoint presentation on the Importance of Shared Governance which included the history of AB1725 and legislation and language behind participatory governance.

#### **6) ANNOUNCEMENTS**

a) Board of Trustees Site Meeting, Oct. 29, Regular meeting 4 p.m., C119

b) Managers/Supervisors Meeting, Wed, Nov. 4, 8-10 a.m., A102

c) Diversity Committee, Fri., Nov. 6, 2:30-3:30 p.m., A102

d) Rita Cepeda will be featured on the November issue of Hispanic Outlook.