



**San Diego Mesa College  
Academic Senate  
September 9, 2013: H117/H118 (2:15PM-4:00PM)  
Minutes**

**PRESENT:**

Becca Arnold, Aulani Chun, Leslie Cloud, Victoria Chavez, Kris Clark, John Crocitti, Nellie Dougherty, Chris Dawes, Lupe Gonzales, Kimberly Hart, Martina Hesser, Erika Higginbotham, Madeleine Hinkes, Bill Hoefer, Katie Holton, Laleh Howard, Terry Kohlenberg, Ken Kuniyuki, Georgia Laris, Angela Liewen, Leticia Lopez, Thekima Mayasa, Joe "Mac" McKenzie, Phyllis Meckstroth, Guillermo Marrujo, Jonathan McLeod, Devin Milner, Susheela Narayanan, Val Ontell, Michelle "Toni" Parsons, Kirsten Pogue-Cely, Francisca Rascon, Jim Romeo, Ron Ryno, Robert Sanchez, Barbara Sexton, Steven Siegel, Marilynn Schenk, Chris Sullivan, Judy Sundayo, Walter "Duane" Wesley, Lois Wittner, and Farshid Zand

**ABSENT:**

Mark Abajian, Anar Brahmbhatt (Excused), Jennifer Cost (Excused), Michael Fitzgerald and Danielle Lauria (Proxy to Christine Balderas)

**I.** CALL TO ORDER and WELCOME by Academic Senate President Terry Kohlenberg @ 2:25PM.

**II. APPROVAL OF AGENDA:** Topics for Future Meetings was added to New Business.  
M/S McLeod/Ontell

**UNANIMOUS**

**III. PUBLIC PRESENTATIONS:**

**A. Associated Student Government (ASG) Representative:** No Report

**B. Classified Senate Representative:** (President Angela Liewen) No Report

**IV. GUESTS:** Ailene Crakes (Chair – Mesa College Counseling/District Student Services Council (DSSC) Rep.)  
**Implementation of SB 1456 – The Student Success Act (Education Plans & Enrollment Priorities):**

**A.** Continuing Student Outreach Plan for Fall 2014 Priority Registration Preparation

**B.** There was a discussion on the email notices that have and will be going out to students as part of the registration priority communication.

**C.** The registration priority letter and posters were presented to the Senate for review.

**D.** Based on a report presented at DSSC, there are 13,632 students at Mesa College without an electronic educational plan on file, and a total of 23,285 districtwide.

**E.** There was a discussion regarding the impact for students who need to be assessed, oriented and have their transcripts evaluated prior to meeting with a counselor.

1. The Testing Center is staffed by only one person.

a. There is a need for more staffing in order to meet the increased demands for testing and orientation.

**F.** The counseling office is open year round, but staffed by faculty who work ten and eleven month contracts.

1. There are currently 5 unfilled positions, and several retirements are projected.

**G.** Guillermo Marrujo said students need to know that they need to submit an Education Plan to maintain their enrollment priorities.

1. Students will receive a memo regarding the new course registration priority system.

2. We will also display posters informing students of the new course registration priority system.

**H.** Ailene asked the Senators to please remember Counseling in the Faculty Hiring Prioritization Process.

**V. APPROVAL OF MINUTES:** May 6, 2013

Motion to approve with Changes from Madeleine Hinkes and Val Ontell:

M/S McLeod/Parsons

**UNANIMOUS**

**VI. OLD BUSINESS:** None

## **VII. NEW BUSINESS:**

### **A. Updates to the Academic Senate Constitution: (Madeleine Hinkes)**

1. Madeleine reported the constitution has been updated to reflect resolutions approved by the Senate that have resulted in changes to the constitution.
1. There are also proposed changes to return the Academic Affairs Committee to its original purpose and restore committee membership to include Faculty representation from all ten schools at Mesa College.
2. Erika Higginbotham asked about membership for the Committee on Elections.
  - a. Terry said the Senate will follow the constitution
4. Lois Wittner said she does not see any justifiable reason to have a second Senator at Large position.

### **B. Resolution – American Federation of Teachers (AFT) Accrediting Commission for Community and Junior Colleges (ACCJC):**

Motion to forward the item to the September 23<sup>rd</sup> meeting for discussion and vote:

**M/S**

McLeod/Holton

**UNANIMOUS**

### **C. Topics for Future Meetings:**

1. Academic Equivalency Committee: (Thekima Mayasa)
2. Academic Skills/Tutoring Center – Outgrowing Current Space: (Chris Sullivan)
3. Classroom/Office Access Assistance and Process for Requesting Keys and Alarm Codes: (Laleh Howard)
4. Enrollment Management and Curriculum Balance: (Terry Kohlenberg)
5. Faculty Hiring Prioritization Committee (FHPC) Membership Make-Up: (Kris Clark)
6. FLEX: (Laleh Howard)
7. Guest Speakers Jim Mahler and the Opposition regarding the AFT Resolution regarding the Accrediting Commission for Community and Junior Colleges (ACCJC): (Lois Wittner)
8. Independent Studies 290 – Repetition No Longer Available: (Jim Romeo)
9. Mandatory Training for Faculty Teaching Online Courses: (Laleh Howard)
10. SB 1456/Student Success Act – Impact on Students and the Counseling Dept.: (C. Dawes/T. Mayasa)
  - a. Chris Dawes said the Academic Senate needs to support the Counseling Department.

## **VIII. SENATE EXECUTIVE REPORTS:**

### **A. Vice President:** (Donna Duchow)

1. Process for Selecting Members for Committees:
2. Developing a Current List of Mesa College Committees and Membership:
3. Establishing an Academic Equivalency Committee:
  - a. We need to have a list of Faculty available from all disciplines to review Academic Equivalency in a discipline outside their field ready to ensure availability when needed.
4. Constitutional Revisions to the Academic Affairs Committee and Recruiting New Members:

### **B. Treasurer:** (Ken Kuniyuki)

1. Ken reported the balance in the Academic Senate Accounts are:
  - Checking Account: \$1002.46
  - Savings Account: \$571.65

### **C. Senator at Large #1:** (Georgia Laris)

1. Georgia reported she is continuing to hold office hours on Mondays from 4:00PM-6:00PM for Faculty.
  - a. She will submit a report to the Senate.

### **D. Senator at Large #2:** (Katie Holton)

1. Katie reported her specialties are issues that do not fall under the traditional channels, State-wide issues resulting from her service as the Delegate to the Statewide Academic Senate (Academic Senate for CA Community Colleges (ASCCC) and as a Parliamentarian.

### **E. Secretary:** (Becca Arnold) No Report

### **F. President:** (Terry Kohlenberg)

1. Academic Senators - Communication with Faculty:
  - a. Terry reported new Senator for Adjunct Faculty Kim Hart approached him and asked how Senators communicate with Faculty.
    - Val Ontell asked how the responsibilities are divided among the five Senators for Adjunct Faculty.
    - The Senate Recording Secretary suggested each of the five Senators for Adjunct Faculty represent two of the ten schools on campus and suggested the Senate President request updated lists of adjunct email addresses from each school Dean/Secretary.

2. San Diego Community College District (SDCCD) Participatory Governance and Planning Conference:
  - a. October 11, 2013 (8:00AM-5:00PM) – Joan Kroc Center (University of San Diego – USD)
    - Academic Senate Senators please RSVP to Jessica Lee @ [jelee@sdccd.edu](mailto:jelee@sdccd.edu) or call (619) 388-6869 by Friday, September 20<sup>th</sup> if you would like to attend the conference.
3. 10+1 (ASCCC)/8+3 (SDCCD Board Policy) Issues:
  - a. Terry reported we are addressing issues that are under the Senate's purview.

## **IX. COMMITTEE REPORTS:**

- A. Academic Affairs Committee:** (Co-Chair Inna Kanevsky)
  1. Inna asked the Senators to encourage their department Faculty to serve on Academic Affairs.
- B. Professional Development Committee (PDC):** (Chair Lupe Gonzalez)
  1. Lupe reported the last Salary Advancement deadline for Fall 2013 is September 25<sup>th</sup>.
  2. Lupe also reported the PDC needs three members.
- C. Committee of Chairs (COC):** (Chair of Chairs Jennifer Cost) No Report
- D. Curriculum Review Committee (CRC):** (Co-Chair Toni Parsons)
  1. Only one Dean was unable to attend the last CRC meeting.
  2. The CRC is working on the SB 1440/SB 1456 Rubrics.
  3. We need to clean up our curriculum and degrees this year.
    - a. Please remove any deleted or inactive courses from your lists
  4. We only need to complete the last two of our 22 Transfer Model Curriculum (TMCs) by the June 2014 deadline.
  5. The first Fall Tech Review session is scheduled for this Friday from 11:00AM–3:00PM (Location TBA):
    - a. We also have sessions scheduled for October 25<sup>th</sup> and November 15<sup>th</sup>.
  6. New policies for Assigning Courses to Disciplines and Prerequisites are coming soon.
- E. Program Review Committee (PRC):** (Co-Chair Dina Miyoshi)
  1. Dina reported the committee will begin work on the current Program Review Cycle this month.
  2. Lead Writer training is scheduled for September 27<sup>th</sup>.
- F. Basic Skills Committee:** (Coordinator Chris Sullivan)
  1. The committee met on Friday, September 6, 2013.
  2. The Academic Skills Center has out grown its space in the Student Services building.
  3. Funding from the Basic Skills Grant is Ending:
    - a. Mesa Colleges need to Institutionalize Basic Skills and find alternative funding sources.

## **X ANNOUNCEMENTS:**

- A.** Kris Clark reported El Helscher, Saloua Saidane, and herself met with Susan Mun from TaskStream today.
  1. We will have a pilot program in which Student Learning Outcomes (SLOs) entries are reduced to four items.
    - a. Ed Helscher will send information to Faculty.
    - b. Please hold off on your entries for this cycle, if you have not started making entries.
- B.** The next Academic Senate meeting is scheduled for September 23, 2013 in H117/H118 immediately after the Chancellor's Forum.
- C.** The next Joint Chairs & Deans meeting is scheduled for September 25, 2013 in H117/H118 @ 2:15PM.

## **XI. ADJOURNMENT @ 4:00PM.**

Submitted by Sue Saetia

Approved by the Senate: September 23, 2013