



**SAN DIEGO MESA COLLEGE**  
**ACADEMIC SENATE**  
**August 31, 2020: 2:20PM – 4:00PM**  
**VIRTUAL MEETING**  
**MINUTES**

**Present:**

Academic Senate President Manuel Vélez, Carlyne Allbee, Janna Braun, John Crocitti, Nellie Dougherty, Rosiangela Escamilla, Howard Eslew, Rob Fremland, Veronica Gerace, Lou Ann Gibson, Helen Greenbergs, Mary Gwin, Alison Gurganus, Andrew Hoffman, Sharon Hughes, Christina Huynh, Holly Jagielinski, Geoffrey Johnson, Candace Katungi, Jesse Keller, Terry Kohlenberg, Kim Lacher, César López, Katherine Naimark, Bruce Naschak, Roger "Rusty" Nichols, Alison Primoza, Anthony Reuss, Robert Sanchez, Kristian Secor, Leslie Seiger, Shannon Shi, Irena Stojimirovic, Judy Sundayo, George Svoboda, Oscar V. Torres, Lauren Wade, Walter "Duane" Wesley and guests Markus Berrien, Donna Budzynski, Paula Gustin, Thekima Mayasa and Dina Miyoshi

**Absent:**

Evan Adelson (Proxy to Helen Greenbergs), Isaac Arguelles-Ibarra, Michael Brewer, Henry Browne, Bill Hoefler (Excused) and Janue Johnson.

**I. CALL TO ORDER & WELCOME** by Academic Senate President Manuel Vélez @ 2:21PM.

Parliamentarian – Veronica Gerace/Speaker Coordinator & Timekeeper – Veronica Gerace

**II. APPROVAL OF DRAFT AGENDA:**

Motion to approve:

**M/S**

Eskew/Hoffman

**UNANIMOUS**

**III. PUBLIC PRESENTATIONS:**

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

**B. Classified Senate Representative:** Vice President Eva Parill

As reported by Eva Parill:

"Classified Senate welcomed Catherine Cannock into the "Member at Large" position of Classified Senate Exec. Counsel. At our most recent meeting, the Classified Senate discussed promoting professional learning and creating an incentive program to encourage classified employees to participate or present at workshops throughout the year. The group also discussed other projects that will happen this year."

**IV. PUBLIC COMMENTS:** (6 Minute Maximum Discussion per Item/Topic)(3 Minute Maximum Discussion per Participant) None

**V. APPROVAL OF DRAFT MINUTES:** May 11, 2020

Motion to approve with changes from Alison Gurganus and Andrew Hoffman:

**M/S**

Sanchez/Eskew

**3 Abstained**

**VI. GUESTS:**

**A. President Pam Luster:**

1. Thank you for your participation!
2. I am so grateful to you for your patience and grace to your Students and each other.
3. Please keep an eye out for our Chancellor's updates on the pandemic.
4. We will hold two (2) virtual President's Cabinet meetings and two (2) virtual Community Forums on Tuesdays each month during fall 2020.
  - a. Our next virtual Community Forum is September 8, 2020 from 2:15PM - 3:30PM.
    - The topic will be "Student Services: Working Remotely to Support our Students".
5. The spring 2021 class schedule will be somewhat remote.
6. Please share effective practices that you develop on your own for teaching remotely and effective practices that you discover from other Faculty and institutions.

7. Intersession 2021:
  - a. Mesa College will schedule classes for intersession 2021 as part of our annual planning process.
    - Intersession 2021 classes will not reduce the number of classes we schedule in spring 2021.
    - Intersession classes are in high demand and they are highly efficient.
8. Mesa College and other institutions will have to borrow money in order to meet our fall 2020 payroll obligations.

**B. Vice President of Instruction (VPI) Isabel O'Connor:**

1. I am really proud of the work we have accomplished together for the spring 2020 and fall 2020 semesters!
2. Thank you to Academic Senate President Manuel Velez and Chair of Chairs Terry Kohlenberg for attending Deans' Council meetings every week.
3. The "Mesa Buddies" program is a great success!  
<https://www.sdmesa.edu/about-mesa/professional-learning/buddies.shtml>
4. We are not allowed to submit additional requests for Distance Education.
  - a. Thank you to Andrew Hoffman and the Mesa College Curriculum Review Committee (CRC) for processing 296 curriculum changes in spring 2020 including Distance Education designation for courses.
5. It is becoming more difficult to adjust course sequencing in response to the pandemic.
  - a. Academic Senate President Manuel Velez and Chair of Chairs Terry Kohlenberg will work with the Deans' Council to develop guidelines.
6. It is too stressful to redo our class schedules over and over and it is confusing for our Students.
7. Our Students Athletes are not able to compete during fall 2020 and the state needs to let us know if they can compete in spring 2021.
  - a. Students Athletes are able to enroll in fewer units during fall 2020 in order to extend their eligibility period to compete.
    - President Luster reported we are working with Student athletic associations on the issue.
    - Students Veterans also need to be able to make adjustments.
8. CARES Act:
  - a. We have been working since the spring to create kits that our Students need in order to complete their courses online.
  - b. Dean Monica Romero created a link to apply for funds.
    - Please contact your School Dean if you need to apply for funds.

**C. Dean Bridget Herrin & Anda McCombs – Institutional Research: Faculty Data**

1. There are links to different resources.
  - a. Each Faculty Member can access their own data.
    - Faculty need to be able to reflect on their own data.
  - b. Faculty can connect the Mesa College Learning Opportunities for Transformation (LOFT) and other resources.
  - c. Faculty can connect to resources that help them find meaning for their data.
  - d. There is a CANVAS page that is a repository for information.
  - e. Rob Fremland asked who will have access to my data.
    - Bridget Herrin said we envision creating anonymous identification numbers and the link would only be available on the CANVAS space. (The ID# provides access to the data for all sections of a single course.)
      - \* John Crocitti noted that some courses only have one section making the Faculty Member identifiable.
      - \* Toni Parsons said some Faculty Members will be identifiable with very little investigation.
2. We are starting a work group inspired by the Career Technical Education Strong Work Force Faculty Institute on Equity and Success Rates.  
<https://docs.google.com/presentation/d/1NFag8sv5bggtC5Yna68LQmxJD0QYkfspxS73F7gJDc/edit?usp=sharing>
  - a. Mesa College was not the designer of the Career Technical Education Strong Work Force Faculty Institute.
  - b. We removed the requirement for deliverable items.
  - c. Please contact Dean Bridget Herrin in the next two weeks if you would like to be a part of the work group.
  - d. Bruce Naschak said there might be a negative side effect of a database and we may not be impacted in the right way.
  - f. Rob Fremland reported that the quality of his teaching has gone down while teaching online during the pandemic and he is still learning how to serve his Students online.

- Rob would like to find out if we can place a moratorium on work for current initiatives and postpone the start of any new state and college initiatives during the pandemic.
- \* Helen Greenbergs and Andrew Hoffman expressed agreement with Rob that we need to make sure we can serve the needs of our Students first.
- \* President Manuel Velez said we can put forward a resolution to the Academic Senate for California Community Colleges (ASCCC).

## VII. COMMITTEE REPORTS:

### A. Senate Executive Committees:

1. Academic Affairs Committee: Chair Oscar V. Torres
  - a. Chair Oscar V. Torres reported on the July 14<sup>th</sup>/August 10<sup>th</sup> President's Cabinet meetings and the August 11<sup>th</sup> Chancellor's Report.
  - b. Mesa Pathways Committee (MPC) Co-Coordinator Toni Parsons was our guest.
  - c. The committee is examining how Mesa College can increase Equity.
  - d. We need a Faculty Representative from Arts & Languages.
    - We meet on Mondays from 4:15PM - 5:30PM. (Our next meeting is September 14<sup>th</sup>.)
  - e. Point of Discussion:
    - Upholding Academic Integrity in a Virtual Environment
  - f. Academic Senate Constitution: Assigning Faculty to Mesa College and District Committees
    - We are reviewing the current language in order to clarify any ambiguity.
  - g. Please consider attending the FLEX workshops.
    - The FLEX 5001: Online Faculty Certification (20 Hours Credit)
2. Professional Advancement Committee (PAC): Chair Janna Braun
  - a. All PAC forms have been updated and are now downloadable with electronic signatures.
    - All forms and documents must now be submitted electronically to Janna Braun @ [jbrown@sdccd.edu](mailto:jbrown@sdccd.edu).
    - Please contact Janna Braun if you cannot submit a document electronically.
  - b. We need Tenured Faculty Members from the following schools:  
PAC Meetings (1<sup>st</sup> and 3<sup>rd</sup> Wednesdays) Start Time: 2:30PM
    - Arts & Languages
    - Health Sciences & Public Service.
    - Social/Behavioral Sciences & Multicultural Studies.
  - c. We would also like to have additional committee members from the schools that are currently represented on the committee.
3. Committee of Chairs (COC): Chair of Chairs Terry Kohlenberg
  - a. Our next meeting in Wednesday, September 9, 2020 from 2:30PM – 4:00PM.
    - Our guests will report on the following topics.
      - \* Catrina Hixon – District Student Services: Receiving Add Codes Earlier
      - \* Vice President of Instruction (VPI) Isabel O'Connor: Enrollment
      - \* Dean Bridget Herrin/Anda McCombs – Institutional Research: Faculty Data
      - \* Dean Victoria Miller/Claudia Perkins: Academic Integrity - Online Courses
      - \* Ian Duckles/Michele "Toni" Parsons: Guided Majors
4. Curriculum Review Committee (CRC): Faculty Co-Chair Andrew Hoffman
  - a. Please make sure the course you are teaching online has Distance Education approval for Mesa College.
    - Mesa College, City College and Miramar College have to individually requested Distance Education approval for a course for their campus.
  - b. Every Program Change requires a Narrative.
    - The next Catalog Deadline in November 19, 2020.
5. Program Review Committee (PRC): Faculty Co-Chair Bruce Naschak
  - a. Program Review is cancelled for 2020-2021.
    - Each program can enter a statement in TaskStream for this year if they wish.

- b. The committee is conducting review this academic year.
- c. President Manuel Velez reported Budget & Allocation of Resources Committee (BARC), Classified Hiring Priorities (CHP) and Faculty Hiring Priorities (FHP) expenditure items approved in 2019-2020 will be funded this academic year (2020-2021).

**B. Other Committees:**

1. The Committee for Diversity Action, Inclusion & Equity (CDAIE): Chair Judy Sundayo

As reported by Judy Sundayo:

- The first meeting of the year will be on Friday, Sept. 4th from 9 - 11 am via Zoom. If anyone is interested in attending as a guest, please e-mail [jsundayo@sdccd.edu](mailto:jsundayo@sdccd.edu)
- In early June, Committee members attended the NCORE 2020 Virtual Conference and hosted a Mesa College Debrief subsequent to the conference.
- In mid June, Committee members attended the virtual event, **"Leading Productive Conversations on Racism"** hosted by the U.S.C. Race & Equity Center.
- In July, Committee members made a presentation at a joint meeting of the School of Student Development & the School of Student Success & Equity, entitled, **"Advocacy & Support for Racial and Social Justice."**
- The Committee is co-sponsoring a series entitled, **"Propelled by Protests"** a student-facilitated discussion concerned with creating a safe space for students to discuss their feelings subsequent to the deaths of George Floyd and others, how they are coping with their feelings, positive ways to express their interest in social justice, and exploring resources and information that will assist them in coping and in making a positive difference in the community. The dates for these Zoom discussions are Sept. 2, Sept.16, Oct. 7, Oct. 21, and Nov. 18, all from 5 - 6:30 pm.
- The Committee is also co-sponsoring **"Propelled by Protests Flex Workshops"** to encourage faculty to explore the subject of **"Best Practices in Developing and Delivering Intentional Equity-Minded Assignments and Effective Student-Faculty Interactions."** These Flex workshops are scheduled for Sept. 30 and Nov. 18th from 2:30 - 4 pm, via Zoom.
- The Committee is working with NCORE attendees to develop a **Strategic Approach to Combating Racism on our Campus**, and intends to present this to all shared governance bodies this fall.
- The Committee is working on an **Acknowledgement** that can be used as a visual aid in real or virtual classrooms and/or posted in offices, to acknowledge the personal and systemic realities of racism, to afford respect to the ancestral lands of the people native to these lands, and to affirm our campus commitment to racial and social justice. This will also be presented to all shared governance bodies this fall.

2. Mesa College Facilities Committee/District Review of Services Committee: (No Report)

3. Mesa Pathways Committee (MPC): Co-Coordinators Marisa Alioto/Howard Eskew/Toni Parsons

- a. Our new Co-Coordinator is Marisa Alioto from Counseling.
- b. Fall 2020 Retreat: September 13, 2020 (9:00AM - 12:00PM)
  - "Coming out of the Pandemic"
- c. We will work with the San Diego Community College District (SDCCD) Continuing Education work group members on the issue of "Battling Systemic Racism".
- d. We will also conduct Curriculum Audits.

4. Other Committee Reports: None

**VIII. OLD BUSINESS:** None

**IX. NEW BUSINESS:**

**A. Signatory Authority for Mesa Academic Senate Bank Accounts - President Elect John Crocitti & Treasurer Mary Gwin:**

1. Our credit union requires a current authorization from the Academic Senate in writing in order to transfer the signatory authority.

Motion to transfer signatory authority from President Manuel Velez to President Elect John Crocitti and from former Treasurer Becca Arnold to current Treasurer Mary Gwin:

**M/S**

Allbee/Johnson

**UNANIMOUS**

**X. SENATE EXECUTIVE OFFICER REPORTS:****A. President Elect:** John Crocitti (No Report)**B. Vice President.** Howard Eskew1. Chancellor's Task Force on Police Policy:

- Thank you to the many Mesa College Faculty Members who expressed an interest in serving on the task force.
- Academic Senate President Manuel Velez is the Mesa College representative.

2. Howard will contact the Mesa College Committee Chairs to find out if they need to fill Faculty vacancies.

**C. Secretary:** Holly Jagielinski1. Mesa College Academic Senate CANVAS Page:

- a. Holly created the page to provide information to our Senators and the Exec Committee Members including meeting agendas, minutes and other information.
- b. Holly will enroll the Senators as Students.

**D. Treasurer:** Mary Gwin (No Report)**E. Senator at Large (1):** Alison Gurganus (No Report)**F. Senator at Large (2):** Leslie Seiger (No Report)**G. President:** Manuel Vélez1. California State University (CSU) Ethnic Studies Graduation Requirement:

- a. Governor Gavin Newsome signed AB 1460.
- b. Mesa College Student Services will have to ensure that our Students who want to transfer to the CSU fulfill the graduation requirement.
  - Our Students support the requirement to complete Black Studies, Chicano Studies and other Ethnic Studies coursework.
- c. The Academic Senate; for California Community Colleges (ASCCC) is working on a resolution to address the new requirement.
  - Professors Cesar Lopez, Thekima Mayasa and Candace Katungi will develop Mesa College's resolution.
- d. The University of California (UC) System does not have the requirement for graduation.

2. Academic Affairs Committee and Professional Advancement Committee Faculty Vacancies:

- a. Please consider serving on the following Academic Senate Subcommittees.
  - Academic Affairs Committee
  - Professional Advancement Committee

3. Fall 2020 Academic Senate Open Forums: (Zoom Access: <https://cccconfer.zoom.us/j/94442422435>)
  - a. September 11<sup>th</sup>
    - Topics:
      - \* Goal & Purpose of Fall 2020 Open Forums
      - \* Rubric/Guide for Proctoring Software
      - \* Proctoring Software
      - \* Presentations/Q&A: Proctorio & ProctorU
  - b. October 9<sup>th</sup>:
    - Proctoring Software
    - Presentations/Q&A: Examity
    - Faculty Panel on "Piloting Proctorio"
  - c. November 13<sup>th</sup>:
    - Encouraging Academic Integrity in the Digital Classroom – Best Practices
    - Student Panel on Academic Integrity from the Students' Lens
4. Proctorio:
  - a. We have the software until December.
    - Faculty can provide feedback.
    - Irena Stojimirovic reported Proctorio has been super helpful.
      - \* She was able to review the video and make sure her student made his own calculations.

**XI. Round Table Topic:** State Chancellor's Call for Action in Response to the Black Live Matter Protests (Tabled due to time constraints.)

**XII. ANNOUNCEMENTS:**

- A.** Congratulations to Health Information Management Baccalaureate Program Graduate Rose Servida for the publication of her article "Building a Medical Coding Auditing Program: Steps to Standardize and Start a Successful Program" in a Statewide Professional Journal!
- B.** The next Academic Senate meeting is September 21, 2020.
- C.** The next Academic Affairs Committee meeting is September 14, 2020.
- D.** The next Committee of Chairs (CoC) meeting is September 9, 2020.
- E.** The next Professional Advancement Committee meeting is September 2, 2020.
- F.** The next Mesa Pathways Campus wide Retreat is September 18th from 9:00AM – 12:00PM.
- G.** Please donate to the Resiliency Fund to keep the dream of a higher education alive for our students. ([LINK](#))
- H.** Please donate to the Stand and help our Students succeed. ([LINK](#))

**XIII. EXTENSION OF MEETING:**

Motion to extend the meeting five (5) Additional Minutes:

**M/S**

Kohlenberg/Eskew

**UNANIMOUS**

**XIV. ADJOURNMENT @ 4:07PM.**

**M/S**

Jagielinski/Primoza

**UNANIMOUS**

Submitted by: Sue Saetia

Approved by the Academic Senate: September 21, 2020