San Diego Mesa College (SDMC) Academic Senate (AS)
Committee of Chairs
December 10, 2025
Room MC 211 A/B
MEETING MINUTES
DRAFT

Present:

Chair of Chairs Ian Duckles, Valerie Abe, Juan Bernal, Anar Brahmbhatt, Donna Budzynski, Todd Curran, Nellie Dougherty, Christie DuPraw, Justin Estep, Jim Fegan, Veronica Gerace, Michael Harrison, Erika Higginbotham, Amanda Johnston, Candace Katungi, Gloria Kim, Ken Kuniyuki, César López, Tara Maciel, Guillermo Marrujo, Annette Miner, Ryan Mongelluzzo, Bruce Naschak, Hannah Padilla Barajas, Kari Parker, Nathan Resch, Jennifer Snyder, Irena Stojimirovic, Carlos Toth, George Ye and Guest SDMC Associate Dean of Institutional Effectiveness (IE) Nancy Cortes

Excused Absences:

Blythe Barton and Paula Hjorth Gustin (Proxy to Budzynski)

I.   CALL TO ORDER AND WELCOME by Chair of Chairs Ian Duckles @ 2:33PM.

II.   APPROVAL OF DRAFT AGENDA:

   A. Ian Duckles reported his AFT Report will take place after the meeting ends.

III.   GUEST:

   A. Associate Dean of Institutional Effectiveness (IE) Nancy Cortes:

      1. SDMC Institutional Effectiveness:

      2. Data Dashboards:

      3. Presentation:

IV.   APPROVAL OF DRAFT MINUTES: N o v e m b e r 1 2 , 2025 (Please send your changes to Sue Saetia (ssaetia@sdccd.edu)
        Move to Approve:

M/S	Gerace/Abe	**25 Approve**
		3 Abstain
		Curran
		Macilel
		Toth

V.   OLD BUSINESS: None

VI.   NEW BUSINESS: None

VII.   DEPARTMENT REPORTS:

   A. Disability Support Programs & Services (DSPS) Chair Erika Higginbotham reported on the progress of

      adopting/implementing the California Community Colleges (CCC) model to improve Accessibility, Capability and Maturity. .

      (CCC ACM Model Overview)

      1. Accessibility Training is available.

VIII.   PLANNING/COMMITTEE REPORTS:

A. Academic Affairs: Odasso

1. The committee needs more Faculty Representatives.

B. Academic Senate: Gwin

As reported by Ian Duckles:
1. "Senate passed a number of resolutions:
2. Resolution on getting program codes earlier to help counselors more effectively serve students.
3. Constitutional Amendment clarifying that Program Review Faculty Co-Chair and Executive VP both need to be tenured to serve. Also added a new Adjunct Senator-at-Large to the Executive Committee
4. Vote of No Confidence in VPAS Lorenze Legaspi.
5. We also had two resolutions on AI and Ed Tech entered into New Business. We will vote on these at our first Senate Meeting in Spring.
6. We have vacancies: Program Review Faculty Co-Chair and the Chair of the Professional Advancement Committee. Both chairs are elected by the faculty on the committee, and we need good people in these positions. If you know somebody that is interested, please have them contact Veronica Gerace."

C. American Federation of Teachers (AFT):   Duckles

As reported by Ian Duckles:

1. We will discuss the RAF settlement." (After the meeting.)

D. Curriculum Review Committee (CRC): Resch

1. SDMC CRC Faculty Co-Chair Justin Estep provided a report.

E. Dean Council:
As reported by Ian Duckles:
1. "There is available FTEF for "high demand" courses in intersession. Make a pitch to your dean if you are interested.
2. As noted, adult learners are a focus going forward and there is one time money for this
3. Faculty evaluations are due by the end of the semester, so you do want to finish those up if you haven't already.
4. Mesa and City were approved as Black Serving Institutions. No money attached to this, but maybe there will be money we can use this designation to access in the future.
5. Regarding Attendance Accounting, one thing it facilitates is scheduling classes at non-traditional times (like Saturdays), so this might be something you want to explore with your Dean for Summer or Fall.
6. Connected to this, your Dean should have connected you with the "Schedule Metric Dashboard" that lets you compare the FTES of your courses under the old and new attendance accounting procedure. A really useful tool for chairs, schedulers, and program review writers.
7. Students will once again be dropped for non-payment. This will occur January 11.
8. Summer and Fall 26 schedules will go live April 13.
9. Speaking of which, we are looking at a significant FTES/FTEF increase for the upcoming academic year. We are being asked to grow 2.44% by hitting 13,676 FTES which translates to 911.73 FTEF which is an increase of 21.73 FTEF.
10. Process for facilities request very confusing. Be sure to loop your dean into any facilities requests you submit.
11. For safety stuff, make sure your emergency contact information, make sure it is updated. Still pretty unsatisfactory.
12. COA recommended a 6-year assessment cycle going forward rather than the current 4-year cycle, still needs to go to PCAB for approval.
13. The district is working on sorting out the Leaf designation for our courses. Once the schedule goes live and people start enrolling, only two people at the district can make modifications. They will try to add the Leaf designation, but it must be done manually and is a workload issue on their end. They are working on a process to streamline this in the future. We shall see what they come up with.
14. Some other random stuff: UC's won't accept CPL (Credit for Prior Learning) courses. As a result, articulation officers are pushing for no CPL for UC transferable courses. VPI and Instructional Deans (and Cynthia Rico) think this is a bad idea.
15. District wants a more regular evaluation of instructional material fees. Not sure how this will play out, just a heads up.
16. District is also looking at a way to reduce course modifications by looking at what modifications are most requested and seeing if curriculum/scheduling can be adjusted to reduce course modification requests. More to come on this."

F. **Student Services**: Dougherty/Higginbotham/Marrujo/Parker (No Report)

G. **Enrollment Management and Instructional Strategic Planning Committee**: Harrison
    1. Michael Harrison provided a report.

H. **Planning & Institutional Effectiveness (PIE) Committee**: Gwin/Duckles

    As reported by Ian Duckles:
    1. "Working on a more robust structure for Accreditation. Specifically, a structure that starts earlier and works on the accreditation report more continuously, rather than trying to get everything done at the last minute.
    2. Piloting a system for "gentle audits" of committees to ensure that campus work that needs to be completed is getting done."

I. **President's Cabinet:** Gwin/Duckles

J. **Program Review Steering Committee (PRSC**): Faculty Co-Chair (Contract Faculty Member) TBA

K. **Strong Work Force Committee**: Johnston/Wong (No Report)

IX. **ANNOUNCEMENTS/ROUND TABLE/FOR THE GOOD OF THE ORDER**:
    A. Please contact SDMC AS Vice President/Communication Studies Department Chair regarding contributions to the SDMC AS CoC Department Chairs Handbook.
    B. Justin Estep reported the 2026 SDMC Research Conference will take place in May.

X. **NEXT CoC MEETING**: February 11, 2026 (Room MC 211 A/B)

XI. **ADJOURNMENT @** 3:25PM.

3