



**SAN DIEGO MESA COLLEGE
ACADEMIC SENATE
Virtual Meeting**

<https://cccconfer.zoom.us/j/99023841887>

November 8, 2021: 2:20PM – 4:20PM

AGENDA

Draft

- I. **CALL TO ORDER & WELCOME** by Academic Senate President John Crocitti:
Parliamentarian – Inna Kanevsky/Speaker Coordinator & Timekeeper – Waverly Ray
- II. **APPROVAL OF DRAFT AGENDA:**
- III. **PUBLIC PRESENTATIONS:**
 - A. **Associated Student Government:** President Natalia Trinh
 - B. **Classified Professionals:** President Eva Parrill
- IV. **PUBLIC COMMENTS:** (6 Minute Maximum Discussion per Item/Topic)(3 Minute Maximum Discussion per Participant)
- V. **APPROVAL OF DRAFT MINUTES:** October 25, 2021 (Please send your changes to Sue Saetia @ ssaetia@sdccd.edu)
- VI. **GUESTS:**
 - A. **Dean Victor Devore – Student Financial Aid Fraud:**
- VII. **COMMITTEE REPORTS:**
 - A. **Senate Executive Committees:**
 1. Academic Affairs Committee: Chair Oscar V. Torres
 2. Professional Advancement Committee (PAC): Chair Janna Braun (No Report)
 3. Committee of Chairs (COC): Chair of Chairs Paula Gustin (2 Minutes)
 4. Curriculum Review Committee (CRC): Faculty Co-Chair Andrew Hoffman (2 Minutes)
 5. Program Review Committee (PRC): Acting Faculty Co-Chair Dina Miyoshi (1 Minute)
 - B. **Other Committees:**
 1. The Committee for Diversity Action, Inclusion & Equity (CDAIE): Chair Judy Sundayo (5 Minutes)
 2. Mesa Pathways Committee (MPC): Co-Coordinators Marisa Alioto (5 Minutes)
 3. Other Committee Reports: (1 Minute)
- VIII. **OLD BUSINESS:**
 - A. **Scale of Adoption Self-Assessment for Guided Pathways:** Alioto
- IX. **NEW BUSINESS:**
 - A. **Committee on Committees Rubric:** Gallardo/Motaleb/Ray
 - B. **Resolution 2021.11.1 – Campus Diversity, Equity and Inclusion Officer:** Sundayo
 - C. **Reconsideration of the State of Emergency Circumstances (AB 361):** Crocitti
- X. **ROUND TABLE TOPIC:** None
- XI. **SENATE EXECUTIVE OFFICER REPORTS:**
 - A. **Vice President.** Sakeenah Gallardo
 - B. **Secretary:** Waverly Ray (No Report)
 - C. **Treasurer:** Mary Gwin
 - D. **Senator at Large (1):** Alison Gurganus
 - E. **Senator at Large (2):** Pegah Motaleb (No Report)
 - F. **Immediate Past President:** Manuel Velez
 - G. **President:** John Crocitti (10 Minutes)
- XII. **ANNOUNCEMENTS:**
 - A. The next Academic Senate meeting is November 29, 2021 from 2:20PM – 4:20PM.
 - B. The next Academic Affairs meeting is November 15, 2021 from 4:15PM – 5:30PM.
 - C. The next Committee of Chairs (CoC) meeting is November 10, 2021 from 2:30PM – 4:00PM.
 - D. The next Professional Advancement meeting is November 17, 2021 @ 2:30PM.
- XIII. **ADJOURNMENT:**



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 ACADEMIC SENATE
 Virtual Meeting
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October 25, 2021: 2:20PM – 4:20PM
MINUTES
 Draft**

Present:

Academic Senate President J. Crocitti, G. Abbiate, E. Adelson, I. Arguelles-Ibarra, J. Braun, M. Brewer, H. Browne, D. Budzynski, L. Cresswell, N. Dougherty, I. Duckles, H. Eskew, S. Gallardo, V. Gerace, Helen Greenbergs, A. Gurganus, M. Gwin, J. Hernandez, A. Hoffman, G. Johnson, J. Johnson, I. Kanevsky, C. Katungi, J. Keller, K. Lacher, C. López, N. Mapes, D. Miyoshi, P. Motaleb, K. Naimark, R. Nichols, A. Primoza, W. Ray, A. Reuss, R. Sanchez, K. Secor, I. Stojimirovic, G. Svoboda O. V. Torres, M. Vélez, K. Wait, and Guest C. Allbee

Absent:

R. Escamilla, J. Sardo, J. Sundayo (Proxy to A. Reuss) and W. Wesley

- I. CALL TO ORDER & WELCOME** by Academic Senate President John Crocitti @ 2:22PM
Parliamentarian – Inna Kanevsky/Speaker Coordinator & Timekeeper – Waverly Ray

II. APPROVAL OF DRAFT AGENDA:

- A.** Howard Eskew added the Scale of Adoption Assessment (SOAA) for Guided Pathways as New Business.
B. Andrew Hoffman removed the Credit for Prior Learning List from New Business.

Motion to approve with the changes:

M/S

G. Johnson/Nichols

1 Abstained
 Duckles

III. PUBLIC PRESENTATIONS:

A. Associated Student Government: President Natalia Trinh

1. The ASG approved the Sustainability Procedure that was presented by Waverly Ray.
2. The ASG will meet this Wednesday.
3. Howard Eskew will present the Scale of Adoption Assessment (SOAA) for Guided Pathways to the ASG.
4. We will review the new Asian American Pacific Islander (AAPI) course.
5. Will approve a bill for the 2021 Homecoming events.

B. Classified Professionals: Catherine Cannock

1. We reviewed Sustainability Procedure.
2. We will review the Scale of Adoption Assessment (SOAA) for Guided Pathways
3. We will hold a fundraiser in November.

IV. PUBLIC COMMENTS:

A. Geoff Johnson:

1. This week is "Equity Week".
2. The California Federation of Teachers (CFT) will launch a campaign to provide health insurance for Adjunct Faculty.
3. Pay Parity is an important issue.
4. We are disappointed that Governor Newsom vetoed the Assembly Bill that increases the maximum Adjunct Faculty assignment from .67 to .8.

V. APPROVAL OF DRAFT MINUTES: September 27th & October 13th**A. September 27, 2021:**

Motion to approve with a change from Oscar V. Torres:

M/S

Stojimirovic/Vélez

3 Abstained

Braun

Gerace

Naimark

B. October 13, 2021:

Motion to approve with changes from Andrew Hoffman and Candace Katungi:

M/S

Hoffman/Primoza

UNANIMOUS

VI. Guest - President Pam Luster:**A. Commencement Ceremony:**

1. President John Crocitti asked President Luster if Mesa College will hold a face to face commencement ceremony.
2. Inna Kanevsky asked if the commencement ceremony will be scheduled on campus after the final exams?
3. President Luster reported the commencement ceremony will take place after final exams, if we have control over the date.

B. Endowment for the Resiliency Fund:

1. We need \$ 30,000.00 in funds annually to maintain the endowment.
2. We have a Basic Needs Coordinator and Basic Needs Ambassadors now to help support our Students.
3. President John Crocitti reported the Chancellor would like to increase the San Diego Community College District's axillary funds that will hopefully come to Mesa College.

C. Technology Available on Campus:

1. Gina Abbiate asked if Mesa College has a long term plan for updating technology in our offices.
 - a. President Luster reported that she asked Campus Technology Director David Fierro for their current plan.
 - Mesa College used to receive more funding for technology.
 - We want everyone to have the technology they need to be able to work where they want to work.
 - b. Geoff Johnson asked for a review technology for the Adjunct Faculty Offices too.
 - We also need a scantron machine.

D. Mesa College's Six (6) Contract Faculty Positions:

1. Waverly Ray asked if funding will be available for more positions.
 - a. President Luster reported funding is not currently available for additional positions.
2. President Luster reported the Faculty Hiring Prioritization (FHP) Committed submitted their current list of recommended hiring priorities based on an established process.
3. We will authorize the six positions using the FHP's current list.
 - a. President John Crocitti reported the FHP created our list by weighing data from the Office of Institutional Effectiveness back to 2017 based on the answers to the five (5) Program Review questions.
 - The FHP will develop a prioritization list via Program Review for the 2022-2023 academic year.
https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Faculty_Hiring_Priority_Presentation_5-25-21.pdf
 - b. The deadline to submit a FHP request to be considered this semester is November 8th.

E. Letters of Recommendation – Adjunct Faculty:

1. Jennifer Hernandez reported it is difficult for Adjuncts to get letters of recommendations from their Department Chair.
 - a. President John Crocitti reported that some Screening Committees do not ask for letters of recommendation.
 - b. Screening Committees may only ask for three references that are only used when the candidate is a finalist.

VII. COMMITTEE REPORTS:

A. Senate Executive Committees:

1. Academic Affairs Committee: Chair Oscar V. Torres

As reported by Oscar V. Torres:

"The Academic Affairs Committee met on October 18, 2021. Faculty reviewed a series of District documents. New business centered around our support for chairs when considering faculty subject matter expertise in relation to course modality and duration. Members also met during the weekend to work on a plan to move forward with the proctoring center. Initial assessments include research on what neighboring colleges/institutions are doing to fulfil this student need. Ideas were brought forward to develop a faculty-centered survey relating to this topic. The resolution linked to our Tenure and Promotion committee, as well as the Professional Advancement committee and their structural role within Senate governance was discussed. Associated Students are scheduled to attend the Academic Affairs Committee meeting on November 15th. Our next meeting is November 1, links can be found on our website."

2. Professional Advancement Committee (PAC): Chair Janna Braun

As reported by Janna Braun:

- a. Sabbatical applications are now available on the PAC website. If you are considering applying for a sabbatical for the 2022-23 academic year, you can access them now. They are not updated each year, so you can go onto the site anytime to download them. They are typically due early on in the spring semester, so start thinking about that now if you plan to apply.
- b. Concerned about the recent exodus of employees in the district compensation office who handle the professional advancement paperwork and ensure that faculty have units added to their files. In the last month, 3 people have left that office leaving only people who are inexperienced and not necessarily trained to do that particular job. This could delay salary advancement this semester for faculty who qualified.

3. Committee of Chairs (COC): Chair of Chairs Paula Gustin

As reported by Paula Gustin:

- In the Oct. 27th Committee of Chairs meeting, the Chairs were updated regarding changes to vaccine requirements for Spring 2021. Students will not be able to add an on-campus class without the vaccine card or medical/religious exemptions documentation already uploaded. This is essentially a vaccine prerequisite under "Health and Safety" Title V language. Both shots must be completed two weeks before the start of Spring semester to be considered fully vaccinated. Religious exemption documentation will be more extensive than required in Fall 2021. Chairs will be suggesting to faculty that they start informing all students-whether online or on campus-to upload their vaccine cards or exemptions as soon as possible to allow for the most flexibility in enrollment. The red pass/green pass Cleared4 system is being used currently to inform faculty if a student that is testing weekly for COVID-19 is cleared for attending class. Students that under exemptions and testing weekly have to show their instructors their "green pass" showing that they tested negative. It is recommended that students share this via e-mail or private Pronto chat. If the instructor and student feel comfortable, the student can show the instructor the pass on cell phone.
- Chairs are still very concerned regarding technology needs for Spring 2021 and the lack of an overarching technology plan at the campus. Gustin shared that she spoke with President Luster on Oct. 18th regarding the situation. The original 70+ Webcams that allow for Zooming from offices that were requested by faculty/Deans in Summer 2021 are in the process of being installed. Deans/Chairs are working to get a second group of ordering and requests for technology. This request will also include requests to replace instructional computers that were given out to students in March 2020 and microphones. Chairs agreed that Faculty need to check their classrooms as soon as possible to make sure that document cameras, projection devices, and software on computers are functional. Any issues/requests should be reported to Deans.
- P. Gustin, Dean Recalde and Dean Shimazaki will be hosting a Return To Campus FLEX in November. The goal is to create a Master Document with all the information for instructors regarding safety protocols. In addition, syllabus language for safety will be discussed and examples provided. In addition, best practices for returning to classroom pandemic teaching will be discussed as classroom attendance is more difficult to manage. Gustin asked for additional faculty to help guide the conversations.

- Enrollment management for Spring 2022 weighs heavy on Chairs. Approximately, 61% of course sections (this includes hybrid) will be on campus in Spring 2021. Concerns over the decline in enrollment (State-wide issues) and effects on programs and adjunct employment/full-time loads are still looming. The District Survey regarding modality was reviewed. There was a spirited discussion regarding modality that was a way for Chairs to share with their each other the views of their departments. The common theme is that Chairs want their faculty to lead/steer the discussions regarding which modality is best for their own courses and programs.
 -
 - Chairs are presenting short informational presentations regarding their pandemic experiences. George Ye discussed the challenges in Dramatic Arts during online teaching and returning to campus this semester.
 -
 - Committee reports were given. Of note, Cynthia Rico reported that UC Berkeley is rejecting students that split their sequence courses in STEM. This means a student taking Chem 200 at Mesa, but Chem 201 at Miramar may not be accepted by Berkeley. This has significant impact on our students as most take courses at all 3 SDCCD campuses. More information to follow.
4. Curriculum Review Committee (CRC): Faculty Co-Chair Andrew Hoffman
 - a. The CRC approved the first Mesa College Asian American Pacific Islander (AAPI) course.
 - We will apply for the CSU Area F requirement when it is fully approved.
 - b. The catalog deadline is November 18th.
 5. Program Review Committee (PRC): Acting Faculty Co-Chair Dina Miyoshi
As reported by Dina Miyoshi:
 - a. There is an open work session via zoom this Friday (November 5th) from 11am-12pm.
 - b. If there are any questions about Program Review, let me know.

B. Other Committees:

1. The Committee for Diversity Action, Inclusion & Equity (CDAIE): Chair Judy Sundayo (No Report)
2. Mesa Pathways Committee (MPC): Co-Coordinators Marisa Alioto & Howard Eskew
As reported by Marisa Alioto:

Pathways Project Funding:

The Mesa Pathways Committee will provide up to \$50,000 to fund projects related to advancing our Mesa Pathways efforts here on campus. Applications were due Friday, October 15, 2021. We received a total of 13 proposals, which are now under review. Awardees will be notified by November 15, 2021.

Student Success Teams Workshops:

The Student Success Teams project group concluded their fall workshops last week. Over the five weeks, the team conducted seven mixer-style workshops. In addition to these workshops, Ian Duckles also provided a presentation to the Mesa Student Services Council last Wednesday, October 20th, and will present to Counseling faculty at their department meeting on November 3rd, bringing the total participation to close to 100 people. The project team will review the data and offer next steps regarding structure, goals and objectives of Mesa's Student Success Teams. This is important work in advancing our Pathways efforts and ensuring Mesa continues to provide strong support to our students.

The Mesa Pathways Fellows will also be hosting a Student Success Teams Roadshow to obtain student feedback. This student-focused roadshow will take place on Tuesday, November 2nd from 10:00 - 11:00am on Zoom: <https://cccconfer.zoom.us/j/92046731869>. Please share this opportunity with your students!

Scale of Adoption Assessment (SOAA)

We have completed a preliminary version of the 2021 Guided Pathways Scale of Adoption Assessment (SOAA) for submission to the Chancellor’s Office. The Mesa Pathways workgroups and project teams have reviewed and updated this document, and it is now being routed to our constituency groups for acceptance.

Background: The SOAA is an assessment tool and is designed to help stakeholders at the college assess and address how far along they are in adopting essential guided pathways practices at scale. The primary purpose of the SOAA is for colleges to be able to reflect on their guided pathways journey and progress to date, and use it as a tool for meaningful strategic planning as they move forward to meeting their Vision for Success goals for student success and equity.

Call for Members: Pathways Workgroups and Project Teams: If you are interested in becoming involved in a Pathways workgroup or project team, please reach out to MesaPathways@sdccd.edu.

Next MPC Meeting: We have cancelled our next meeting on Wednesday, October 27th. Our next meeting will be Wednesday, November 10th from 12:45 - 2:15pm

- 3. Other Committee Reports: (None)

VIII. OLD BUSINESS:

A. Campus wide Testing Center: Crocitti

- 1. The Academic Affairs Committee will begin research on the topic.

B. Resolution 2021.10.1 – Remove Professional Advancement Committee (PAC) and Tenure and Promotion Review (TPRC) Committees from the List of Standing Committees: Crocitti

- 1. President John Crocitti reported the Faculty union and one of the PAC Chairs does not support publicizing the PAC’s work.
- 2. President John Crocitti reported the Committee on Committees will continue to approve Faculty appointments to the PAC and TPRC.
- 3. Mesa College PAC Chair Janna Braun reported the Mesa College PAC is the only district PAC that is part of the Academic Senate.
 - a. The PAC Chair will continue to be a member of the Senate Executive Committee.
- 4. Immediate Past President Manuel Vélez reported these two committees were created in conjunction with the American Federation of Teachers (AFT).
 - a. They are not only performing the work of the Academic Senate.
 - b. Senate Executive Committee Members are not required to be a member of an Academic Senate Standing Committee.
- 5. Waverly Ray provided a friendly amendment about the removal of the two committees from other sections of the Academic Senate Constitution to be added at the end of the Resolved and delete Sections 12 and 13 from Article 2 of the Senate Rules.

Motion to approve the resolution with a friendly amendment from Waverly Ray:

M/S

Braun/Duckles

34 Approved
1 Disapproved
Torres
1 Abstain
Gerace

C. Reconsideration of the State of Emergency Circumstances (AB 361): Crocitti

- 1. President John Crocitti reported the resolution is in response to the Brown Act requirement for Academic Senate Committee members to post the meeting minutes and agendas on the front doors of our homes.
- 2. Helen Greenbergs reported her Department Faculty does not understand the justification for fear of being in imminent risk when attending a meeting on campus.
- 3. Rusty Nichols supports approving the action again.

Motion to approve:

M/S

Duckles/G. Johnson

33 Approved
 J. Johnson –
 Proxy to
 Gurganus
2 Disapproved
 Creswell
 Greenbergs
1 Abstained
 Gerace

D. Sustainability Administrative Procedure: Rodriguez

- 1 The procedure addresses the following:
 - a. Energy Efficiency and Conservation
 - b. Energy Independence
 - c. Building Operation for Energy Conservation
 - d. Sustainable Construction Practices
 - e. Physical Plant Management
 - f. Grounds and Landscape Management
 - g. Procurement
 - h. Food Service
 - i. Transportation
 - j. Environmental Justice
 - k. Educational Initiatives and Programs
 - l. Participation in Regional Climate Change Coordinating Efforts
 - m. Sustainable Integration across the Entire District
- 2. Michelle Rodriguez reported these items have been in existence in the district for many years in different locations.
 - a. We tried to bring everything together in one single document.

Motion to approve:

M/S

Ray/Duckles

29 Approved
 J. Johnson –
 Proxy to
 Gurganus
1 Abstained
 Hoffman

IX. NEW BUSINESS:

A. 2021 Guided Pathways Scale of Adoption Assessment(SOAA) : Eskew

As reported by Howard Eskew:

- 1. Mesa College will submit the 2021 Guided Pathways Scale of Adoption Assessment Chancellor's Office.
- 2. The Mesa Pathways workgroups and project teams have reviewed and updated this document and their changes are highlighted in blue.
- 3. Please send this through your individual constituency group's acceptance process
- 4. We are asking to be notified of acceptance by each constituency group by Tuesday, November 9th.
- 5. This allows us to add this to the Tuesday, November 16th President’s Cabinet agenda for its first reading.
- 6. Please notify myself or Marisa Alioto when this document have been accepted by your body.
- 7. Please let us know if you have any questions or concerns.
- 8. Thank you for your attention to this matter.

X. ROUND TABLE TOPIC: None

XI. SENATE EXECUTIVE OFFICER REPORTS:

A. Vice President: Sakeenah Gallardo

1. We need Faculty Representatives for the Program Review Steering Committee and the Accreditation Committee.
 - a. Please ask your Department Faculty to consider serving on these important committees.

B. Secretary: Waverly Ray (No Report)

C. Treasurer: Mary Gwin

1. Academic Senate Scholarship:

- a. The Senate Exec Committee voted to approve two (2) \$1,000.00 scholarships this year.
- b. The Academic Senate did not award a scholarship last year.
- c. We have over \$4,000.00 in our accounts and we have not paid for meetings refreshments since March 2020.

D. Senator at Large (1): Alison Gurganus (No Report)

E. Senator at Large (2): Pegah Motaleb (No Report)

F. Immediate Past President: Manuel Velez (No Report)

G. President: John Crocitti (No Report)

XII. ANNOUNCEMENTS:

A. The next Academic Senate meeting is November 8, 2021 from 2:20PM – 4:20PM.

B. The next Academic Affairs meeting is November 1, 2021 from 4:15PM – 5:30PM.

C. The next Committee of Chairs (CoC) meeting is October 27, 2021 from 2:30PM – 4:00PM.

D. The next Professional Advancement meeting is November 3, 2021 @ 2:30PM.

XIII. ADJOURNMENT @ 4:25PM.

Motion to adjourn:

M/S

Primoza/Gallardo

UNANIMOUS

2021 Mesa Pathways Scale of Adoption Draft Document

Academic Senate Appointments Rubric
 Committee on Committees (CoC)
 Fall 2021
 REV 2, November 1, 2021

Purpose

To provide a clear framework for evaluating faculty appointments to committees when multiple faculty members express an interest to serve.

Note: The rubric may be modified based on the specific requests of the committee or governing body. Additionally, calls for recruiting faculty will not go out if the CoC deems it necessary that the academic senate president should represent the faculty at large for that particular committee.

Guidelines for the Candidate

Candidates will be asked to submit written statements (recommended length up to 250 words), which will be the basis of the evaluation using the rubric.

Criteria	Unable to Rate/ Not Applicable	Fair	Good	Excellent
Affiliation		School/Department currently represented on committee	School/Department is not currently represented on committee	Faculty in the specific School/Department requested by committee chair
Experience and skills in relation to the committee's goals		Candidate does not establish or minimally establishes that their experience and skills pertain to the committee goals.	Candidate establishes that their experience and skills pertain to the committee goals.	Candidate establishes that their experience and skills will help advance the committee goals.
Range of perspectives		Candidate does not address or minimally addresses how they would bring a new perspective to the committee.	Candidate establishes that they will likely bring a new perspective to the committee.	Candidate establishes that they will bring a new perspective to the committee.
Connection to equity and excellence goals, including participation in professional learning focusing on equity, diversity, and inclusion.		Candidate establishes minimal or no connection to equity and diversity goals.	Candidate establishes some connections to equity and diversity goals.	Candidate establishes a clear connection to equity and diversity goals.

Applicable Law

TITLE 5: § 53203 Powers

F) The appointment of faculty members to serve on college committees shall be made, after consultation with the chief executive officer or designee, by the academic senate. Notwithstanding this Subsection, the collective bargaining representative may seek to appoint faculty members to committees, task forces, or other groups.

Excerpt from the Mesa College Academic Senate Constitution

SECTION 3 - FACULTY APPOINTMENT TO COMMITTEES:

A. Faculty serving on District, College or any other committees shall be appointed by the Academic Senate under Title 5, Section 53203 (f) of the Education Code.

B. The Committee on Committees shall maintain continuous and permanent records of all participatory governance committees, Academic Senate standing committees, subcommittees, ad hoc committees and District committee services by all Faculty members.

C. Department and Program Chairs shall maintain records of departmental and/or program committees including hiring committees.

D. All committee appointments should be forwarded to the Chair of the Committee on Committees.

Committee on Committee Members

Vice President (Chair)

Chair of Chairs

Two At-Large Senators

Secretary