

# SAN DIEGO MESA COLLEGE

## President's Cabinet

October 19, 2021 | 2:15 p.m. | Zoom

### 1) CALL TO ORDER: Pamela T. Luster, President

### 2) PRESIDENT'S REPORT

a) District and Campus Updates: President Pam Luster reminded all to read the emails from the Chancellor and Vice Chancellor Greg Smith. As of November 1, 2021, we will have employees back on campus three days week. This applies to different staff in different categories and if you are in one of those categories you will be notified by your supervisor. All employees must wear masks; if you are vaccinated you must still wear a mask but do not have to be tested. Otherwise, you will need to be tested and that is being communicated across campus. A meeting with Human Resources was held last week to talk through what the changes mean. The District is working on a telecommuting policy; it does not mean automatically that everyone will be able to telecommute but it does mean we are looking for flexible ways for us to address the needs in the future of our institution and the students that we serve.

Pamela T. Luster

Many from Mesa College attended an accreditation training with Katherine Webb who is our accreditation liaison from ACCJC. We will start having accreditation as a standing report on President's Cabinet because the process for creating our Institutional Self-Evaluation Report (ISER) is very different this time. In the past, we finalized our self-evaluation, it would go to the board, then sent to the ACCJC Commission in January and they visited in March. Now the self-evaluation report goes to the ACCJC Commission and the visiting team a full year in advance. The team works with us during that year as we identify the things we are doing to meet the gaps we might have. Once the visiting team comes to Mesa College, it will be a smaller group of people and likely focused on the areas we have identified for self-improvement. Dr. Luster thanked Lisa Shapiro, faculty co-liaison, and Dean Bridget Herrin, Accreditation Liaison Officer. There will be opportunities for every single person to participate in accreditation.

### 3) STANDING REPORTS - GOVERNANCE

a) Associated Students (AS): Natalie Trinh, AS President, presented the following items:

- 1) AS is discussing their participation in the "Reflect, Restore and Unite" week November 1 – 5, 2021.
- 2) AS has created a new system to ensure that Senators are doing their projects.
- 3) AS is working on fundraisers to help fund AS and support students.
- 4) AS is discussing writing a resolution in support of Asian Studies curriculum.
- 5) Shared governance continues and they are making

Natalia Trinh, AS President

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| <p>sure senators are joining committees so that they have student voices.</p> <p>6) Two homecoming bills are coming up for tailgate shirts and hand sanitizer wipes and also discussing homecoming decorations.</p> <p>7) AS will be voting regarding the sustainability procedure, TerraMesa, written by Dr. Waverly Ray.</p> <p>Dr. Luster thanked Natalia; added that last week San Diego Mesa College was host to the ACCT Leadership Congress held in San Diego. Over 1200 people attended and there was a Mesa College Campus tour. Dr. Luster thanked Donna Budzynski, Dean Paloma Vargas, and Don Barrie. Dr. Luster added that Natalia attended the ACCT Board dinner at City College and spoke at the lectern, told her story, and thanked the group of national leaders for supporting community colleges. She represented Mesa College beautifully and her fellow student leaders.</p>   |                                 |
| <p>b) Classified Senate (CS): Eva Parrill, CS President, reported the following items:</p> <p>1) CS held a first reading of the Sustainability Admin procedures put forward by the District Committee on Sustainability.</p> <p>2) CS was given the Guidance Pathways Scale of Adoption document for review.</p> <p>3) CS is working on projects; the nametag project was put on hold during the pandemic; some of the classified senators will be “trick or treating” this week and delivering nametag Halloween treat. They are planning to do another round of nametag orders.</p> <p>4) CS is planning some professional learning for upcoming meetings: they will have Dean Bridget Herrin present the governance 101 workshop.</p>   | <p>Eva Parrill, President</p>   |
| <p>c) Academic Senate (AS): John Crocitti, AS President, reported the following items:</p> <p>1) AS is moving forward with the Academic Affairs Committee in researching the idea of a proctoring center.</p> <p>2) AS took the necessary steps to be sure they are conforming with the Brown Act – AB 361 requires that every 30 days they confirm that there is a risk involved in meeting live and therefore they continue with the modification of the Brown Act.</p> <p>3) RE: John’s role on the Faculty Hiring Prioritization Committee (FHP) – they came up with a plan on the six off-cycle hires. There will be six full-time faculty hired, not through the Program Review cycle, but being ranked this fall. This is an outcome of that money that the State of California is providing to community colleges to increase their full-time faculty. They decided they would use the rubric that was approved by President’s Cabinet last May for ranking requests. There was some discussion on the prior two rankings and if they should</p> | <p>John Crocitti, President</p> |

be included in the scoring of the requests. They decided to use only the rubric for ranking the requests, but, forward the prior two rankings to President Luster. It is the president of the college who determines the final rankings. Once they complete the Program Review next spring, a new ranking list will appear. The fall ranking is only intended for the six off-cycle hires.

4) A training was provided for the Lead Writers on 10-18-21 and it was recorded for those who could not attend. If any have questions about the process they can contact John or VPI O'Connor.

5) The new rubric has already been distributed to Program Review so Lead Writers can begin their process. The timeline – hiring request applications are due on Monday, November 8 and then the FHP Committee will begin scoring the applications. The committee will meet on Tuesday, November 30 to discuss the scores and determine the rankings. If more time is needed it will continue to be discussed December 1, 2021. Then the FHP list will be sent to President Luster. Dr. Luster will present the FHP list at the December 7, 2021 President's Cabinet.

VPI O'Connor shared that FHP has met three times this semester and discussed the best way to do this accelerated process. They are excited to hire six new faculty and looking forward to completing the process in December.

Dr. Luster stated the challenge will be getting those hiring searches going quickly because the entire State of California is hiring faculty. The positions that will become available for positions in 2022-2023, would be as a result of Program Review occurring now and would be prioritized in the spring. The only positions that would be available would be those vacated through retirement or resignation, or if the Governor funds more new faculty positions.

#### 4) INSTITUTIONAL COMMITTEE REPORTS\*

a) Committee on Outcomes and Assessments (COA) - Revised Purpose: Dean Bridget Herrin presented the COA Revised Purpose statement which included their current purpose statement and the revised draft statement, stages of outcomes assessment and COA deliverables.

Action Item: A motion was made to accept the COA Revised Purpose by Manuel Vélez; Second: Natalia Trinh. The motion was approved unanimously.

b) Hispanic Serving Institution (HSI), Equity and Excellence, Professional Learning and Equity, Campus Employee Learning Committee (CEL): A presentation on

B. Herrin  
COA Revised Purpose:  
[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/COA\\_Purpose\\_Revised\\_10-19-21.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/COA_Purpose_Revised_10-19-21.pdf)

Mesa Research: <https://www.sdmesa.edu/about-mesa/institutional-effectiveness/program-review/program-review-training-archives.shtml>

T. Parsons, L. Maxey, J. Johnson, A. MacNeill, E. Parrill  
Presentation document:

HSI, Equity & Excellence, Professional Learning and goals from the Campus Employee Learning Committee was shared to President's Cabinet. An invitation was shared for presenters to speak with faculty at department meetings, to use the HSI & Equity dashboard in your Program Review, and to attend a future CEL or Success, Equity & Transformation meeting.

[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/HSI-Equity-PL\\_PCab\\_Update\\_10-19-21.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/HSI-Equity-PL_PCab_Update_10-19-21.pdf)

Padlet for reviewing information and receiving feedback.

<https://sdmesa.padlet.org/sdmesaloft/tuqhy9iu7s758wy>

President Luster commented thanked the group for their presentation and stated she was excited to move forward with the Equity & Excellence institute and we have been doing the work and it is time to tie all of these pieces together. This is the next step following the 13 Point Plan that CDAIE presented and also Mesa2030 and the Five-Year Roadmap; every single goal we set for the institution includes how we measure the success of our students.

**5) SPECIAL REPORTS**

*No special reports were presented at this meeting.*

**6) OPERATIONS**

a) Student Services Updates: The Vice President of Student Services, Ashanti Hands, presented the following items:

- 1) The application for the first round HEERF funding for emergency grants for students closes tonight at 11:59 p.m. Students are eligible for \$1,000 per semester. A new campaign will be launched capturing the courses that start later in the semester on November 10, 2021. Students who may have missed the first round will also be able to apply at the second round. All students have received this information directly by email with detailed steps on how to apply.
- 2) Last Thursday, 400 students were notified that their names were selected from the vaccination incentive opportunity drawing. Each of the students will receive \$250 awards. The next drawing will be held on November 1, 2021, followed by December 1, 2021 and another one in early spring.
- 3) New spaces: Dr. Hands stated that all three of the centers located in the K Building are now open: The Stand, Fast Center for students who identify as foster youth, and yesterday the Veterans Success Center opened. The Veterans space will be used for the Veterans Celebration Week November 8-12, 2021. Please encourage your students to drop by the K-100 and visit these centers. The final center to be opened is the Dreamer Resource Center in the I-400 building on the second floor across from Avanza. This center will hold its grand opening on Tuesday, December 7, 2021. It is a space to provide resources for undocumented AB540 Dreamer and DACA students, mixed-status families and the campus community in general
- 4) Undocumented Student Action week is occurring now

A. Hands

and hope that all will attend a few events and encourage students to participate.

5) Student Affairs has been working with students and has registered 26 clubs for fall 2021 with a total of 32 club advisors: 27 faculty, 3 staff and 2 administrators. 24 of the clubs are returning and there are 2 new clubs. These clubs will add to our ability to engage students in student life, leadership and meaningful connections.

6) Student Services have funded registration fees for the 10<sup>th</sup> Annual Virtual Men of Color Student Leadership Institute. It will be held on October 22, 2021. They were able to pay one registration and that will be open to many students. If you would like access to state or more information please email Dr. Hands.

6) An email from Anne Hedekin; Mesa is currently deep in transfer season; please check out the updates being sent by Anne Hedekin so that students have the student they need during this transfer season.

7) Mesa College will host about 50 guests attending the 5<sup>th</sup> Annual California Association of Black School Educators Conference in San Diego. The visit will focus on understanding programs that we have in place targeting K-12 students with a focus on dual enrollment to include career pathway, student support programs and equity. The visit was coordinated to take them from Kearny Mesa to Mesa College where individuals will share a wide range of data and our programs.

8) Principals' Roundtable event is Friday, November 5, 2021 and will provide an opportunity for all of the principals from our feeder schools to join us in a virtual space to discuss what is new on the Mesa, receive data about how students are doing once they come from high school to our campuses, and other information about our C-CAP programs.

9) Monthly updates for September were circulated last Monday and link to that information is:

<https://www.sdmesa.edu/student-services/reports/Monthly%20Update%20September%202021.pdf>

b) Administrative Services Updates: David Fierro, Director of College Technical Services, gave the following updates:

1) A reminder that the SHIFT training for Centering Care for In-Person Return will be held this Thursday and Friday, October 28 and 29, 2021.

2) COVID onsite testing times have change; it will now be two days: Monday, 7:00 a.m. – 3:00 p.m. and Friday, 8:00 a.m. – 12:00 p.m. – located at EV-1.

c) Instructional Updates: Isabel O'Connor, Vice President of Instruction, provided the following information:

1) Schedules for Spring 2022 and Intersession 2022 are now live. They are in the process of making some corrections and changes – kudos to the hardworking

D. Fierro

I. O'Connor

Chairs and Deans who made this happen. We are looking forward to a great semester.

2) The second 8-week classes have started and they are enrolling a lot better; there have been very few cancellations.

3) There has been some change in scheduling to Title V that they have been asking for a while; which is the calculation of apportionment for Distance Ed courses. Our District has a compressed calendar of 16 and the term length multiplier for Distance Ed courses, when it is determined how much FTES they general, use to be 16.5. Now it is up to 17.5, a good change that will generate a lot more contact hours and will generate more FTES for the District.

4) Mesa athletic teams have five that are doing very well in the State rankings. The latest rankings are: women's soccer, 19<sup>th</sup>, women's volleyball, 11<sup>th</sup>, football, 7<sup>th</sup>, women's cross country, 6<sup>th</sup>, and men's cross country, 2<sup>nd</sup>. Dr. O'Connor congratulated all the hardworking student athletes and their coaches.

5) A program called MOST, Mesa Online Success Teams, which is a fantastic program and kudos to Katie Palacios, Cara Smulevitz and to the six faculty members from across the institution who are now taking on the task to humanize Distance Education and to share a lot of the great practices that we have learning throughout the pandemic. The outreach faculty, Christina Crosby, from the Psychology Department, will send emails. Their work and plans are fantastic.

6) Dr. O'Connor shared that the Chairs Academy will be held on October 29, 2021. She thanked Paula Gustin, John Crocitti and a fabulous group of presenters that continue this idea of helping each other and learning about all the many important tasks that Chairs perform.

7) The Association of Community College Trustees held their annual meeting at Mesa College and it was very successful. Dr. O'Connor gave kudos and deep appreciation to the Mesa choir who did an amazing job at the dinner and deep appreciation to Dean Leslie Shimazaki for supporting this project and the choir director, Amy Mein who put in so many hours and our students were bright, shining stars.

d) Mesa Pathways: Howard Eskew gave the following Mesa Pathways updates:

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: This Fall, the

Co-Chairs: Marisa Alioto, Howard Eskew

campus will have opportunities to learn and share ideas about Student Success Teams at one-hour workshops, which are open to the entire Mesa community. Flex credit is available, and participants will be entered into an opportunity drawing. *Please note that the final workshop will take place tomorrow, Wednesday, October 20, 2021, 11:30 a.m. – 12:30 p.m. (FLEX #10464).*

To attend this session, please contact Ian Duckles: [iduckles@sdccd.edu](mailto:iduckles@sdccd.edu).

#### Scale Of Adoption Assessment (SOAA)

We have completed 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](mailto:MesaPathways@sdccd.edu).

Next MPC Meeting: We have cancelled our next meeting on Wednesday, October 27, 2021. The next meeting will be Wednesday, November 10, 2-21, 12:45 – 2:15 p.m.

## 7) ACTION ITEMS:

### Calendar:

Pam Luster: November 4, 2021 Mesa College will be hosting the San Diego Community College District Board of Trustees meeting. There will be some great presentations from across campus and will hold a "live from Mesa College" that will show our spaces on our campus.

Pam Luster: A Campus Community Forum will be held next week, Tuesday, October 26, 2021, 2:15 – 3:30 p.m.

### Announcements:

Katie Palacios: Catalyst is ahead in January. Catalyst is our teaching conference happens every Spring Flex week organized by FPLC. Our call for proposals is open to all! Link: <https://forms.gle/8hYzjH3eFkaQQXeW>

Katie Palacios: Current Fall FIG weekly check-ins: <https://sdmesa.padlet.org/sdmesaloft/gh59i6d8mr38xoeb>

Janue Johnson: SHIFT: Centering Care Values for in Person Return <https://forms.gle/rkubr4EHVqFbVZqD8>

Krista Stellmacher: Innovation Grants are now out and live and available, please look for her confetti-filled email for a link to the RFP, FAQ, and times when she is available for Innovation Grants office hours.

**Fall 2021 Pcab Meetings:** 9/21, 10/5, 10/19, 11/2, 11/16 (Pcab Retreat), 12/7

**\*INSTITUTIONAL COMMITTEE REPORTS:**

**9/21/21:** Recommendation from PIEC

**10/5/21:** Institutional Effectiveness (B. Herrin, Kyung Ae Jun); Tutoring (M. Manasse, Raine Porter)

**10/19/21:** COA Revised Purpose (B. Herrin); Campus Employee Learning Committee (CEL)/Professional Learning, Equity, HSI. (J. Johnson, A. MacNeill, E. Parrill, with L. Maxey and T. Parsons);

**11/2/21:** Honors (R. Escamilla, R. Rodrigo); PIEC-Program Review/ COA/Research Snap – SWP Completion Project (B. Herrin, Eliza Rabinovich, Holly Jagielinski)

**11/16/21: Pcab Retreat,** 2:15 – 4:30 p.m.

**12/7/21:** CDAIE (J. Sundayo); Mesa Pathways

Note: The President's Cabinet full agendas with notes are posted on the President's webpage located at: <http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-agenda-outcomes.shtml>