

SAN DIEGO MESA COLLEGE

President's Cabinet

December 4, 2018 | 2:15 p.m. | LRC 435

	PRESENTER	PRESENTATION / HANDOUT	STRATEGIC DIRECTION(S)
1) WELCOME / INTRODUCTIONS	P. Luster		
2) PRESIDENT'S REPORT a) President Luster reported that two administrators have been serving in interim and acting roles: Chris Sullivan was acknowledged for serving as Acting Dean of Arts and Languages; Leslie Shimazaki for serving as Interim VPI.	P. Luster		
3) INSTITUTIONAL COMMITTEE REPORTS* a) Proposal for Master Planning Taskforce: Dean of Institutional Effectiveness, Madeleine Hinkes, presented a proposal from the PIE Committee and discussion on the next Educational Master Plan – the current plan ends next year. The taskforce plan lists the Charge, make-up of membership, and suggested tasks to be completed. <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> Action Item: A motion was made by Kim Perigo; Second: Trina Larson, to accept the proposal to form a Taskforce for Master Planning. The motion was approved unanimously and will now be forwarded to President Luster for her review. </div>	M. Hinkes	Proposal for Master Planning Taskforce http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Proposal_Master_Planning_Task_Force.pdf	
b) Multi-Year Planning Cycle: President Pam Luster presented the year-by-year planning from 2019-2026 for the facility/education/strategic plan, midterm report, comprehensive program review, self-study, and accreditation. <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> Action Item: A motion was made by Howard Eskew; Second: Trina Larson, to accept the six-year cycle for planning purposes. The motion was approved unanimously. </div>	Pam Luster	Multi-Year Planning Cycle http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Multi-Year_Planning_Cycle_Pam_Luster.pdf	
c) Environmental Sustainability Committee (ESC): Michelle Rodriguez, Professor, Political Science, presented on behalf of the Environmental Sustainability Committee. Michelle shared that the student working on a sustainability project Eddie Moncada, could not be present for today's meeting. The ESC has been following the directive of the Strategic Direction 6.1 to provide sustainability in terms of our facilities, technology, human resources, and fiscal resources. Goals of the committee include to raise awareness of environmental issues and to support campus events on initiatives of sustainability	M. Rodriguez	Environmental Sustainability Committee Presentation http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Environmental_Sustainability_Committee_Dec.2	

on campus. Michelle also stated Mesa's AASHE membership is not active (when formally the committee was called the Environment Stewardship Committee). To activate the membership would cost \$550/yr., as well as adding the Star Program, a tracking system, which is a cost of \$900. President Luster stated this issue would be brought to the Administrative Executive Committee as well as Chris Manis since sustainability is a district-wide goal.

College Initiatives – EcoMesa webpage:
<http://www.sdmesa.edu/about-mesa/current-initiatives/ecomesa/>

[018.pdf](#)

4) STANDING REPORTS

- a) Academic Senate: Kim Perigo, President, Academic Senate, reported the following items:
- 1) The last Senate meeting was held on Monday, Dec. 3.
 - 2) Toni Parsons and Howard Eskew are the faculty representatives for Mesa Pathways and they will be invited to Senate Exec meetings to provide communication between Mesa Pathways and Academic Senate.
 - 3) Academic Affairs working on the equivalency form and Kim is working with Will Surbrook on getting electronic signatures to expedite the forms.
 - 4) Academic Affairs: Dina is working on committees; AS is working on their own committee structures and rotation of service to give more faculty the opportunity to serve.
 - 5) Kim thanked Terry Kohlenberg for speaking on behalf of the Academic Senate at the Mesa Campus BOT meeting.
 - 6) Kim congratulated the Classified Senate on the Thanksgiving boxes were a great idea and hopes they continue this project.
 - 7) Kim thanked VPSS Ashanti Hands for her work at Mesa College during the transition of the two VPs positions.
- b) Classified Senate: Trina Larson, President, Classified Senate, reported the following items:
- 1) Trina thanked Pam for the Holiday Luncheon today and the opportunity to see all the staff and faculty who attended the event.
 - 2) CS will participate in the Holiday Bazaar for the San Diego Center for Children on December 18, 2019, 4-8 p.m. If you have gifts or paper/bows/tape to donate, or would like to volunteer, contact Kathy Fennessey.
- c) Associated Students: Sophia Castellani-Staedler, President, Associated Students, reported the following items:
- 1) Thanksgiving Feast was held on Thursday, November 15 and about 350 people attended.
 - 2) The available scholarships are now posted and the

K. Perigo

T. Larson

S. Castellani-Staedler

<p>deadline is February 19, 2019. AS has three scholarships and they are based on basic need, academic excellence, and community service; they are hoping to get a wide variety of applicants.</p> <p>3) Voices from the Left performance was held last week and was successful and inspiring.</p> <p>4) The AS will be opening applications for ASACC – American Student Association of Community Colleges held in Washington, D.C., March 9-12, 2019, where they attend to lobby and advocate with the California State representatives. Seven students will be selected to attend the ASACC trip to Washington, D.C.</p> <p>5) AS has two senators working on a holiday project collaborating with CalWorks and EOPS to provide a place for families and students on campus with children to celebrate the holidays together – event is December 13.</p>			
<p>5) OPERATIONS</p> <p>a) Mesa Pathways: Ashanti Hands, Vice President of Student Services, presented the following items:</p> <p>1) Two co-coordinators were selected, Toni Parsons and Howard Eskew, who will report to the Vice President of Instruction. The new VPI was a Dean of Guided Pathways at her former institution.</p> <p>2) VPSS Hands reported that members of the Mesa Pathways Committee presented updates on the progress of the work and future plans for spring. Good feedback was received on how to engage students and ways to communicate with the campus community.</p> <p>3) The Guided Pathways regional coordinator, Wendy Smith, and Stacy Teeters, a researcher at Grossmont, attended the last Mesa Pathways meeting.</p> <p>4) Mesa Pathways is piloting a funding form because the “bubble” inquiry groups will have some funding requests as well as funding requests from other programs which are doing Pathways-related work.</p> <p>5) An all-day campus retreat is proposed for February 2019. Surveys are circulated now on proactive and integrated student supports.</p> <p>6) Trina Larson has created a google drive for each group to load their minutes and agendas and those will be made available to the campus community.</p>	<p>A. Hands</p>		
<p>6) SPECIAL REPORTS (Review/Approval)</p> <p>a) Mesa Tutoring: Mark Manasse, the Instructional Learning Assistance Coordinator, presented on the Professionalization of Tutoring: Learning about Learning Assistance – an MT2C Overview. The presentation included who the MT2C support, the learning assistance theoretical frameworks (state and local), the learning assistance project (LAP), the expert and apprentice relationship, new hires, tutor</p>	<p>M. Manasse</p>	<p>Presentation: The Professionalization of Tutoring: Learning about Learning Assistance – an MT2C Overview http://www.sdmesa</p>	

<p>cohorts, and outcomes.</p> <p>b) Campus Research: The Associate Dean of Research and Planning, Bridget Herrin, presented on the vision, strategies, for Institutional Effectiveness, Research, and Planning. Large-scale efforts, ad hoc projects, project highlights, and strengths, challenges, opportunities, and plans were also presented.</p>	<p>B. Herrin</p>	<p>edu/about-mesa/office-of-the-president/presentation-documents/The_Professionalization_of_Tutoring.pdf</p> <p>Presentation: Institutional Research and Planning http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Institutional_Research_and_Planning_Report_Dec2018.pdf</p>	
<p>7) EVENTS <i>Most current events may be found at the Events and Reservations Portal.</i></p>		<p>Event Website: http://www.sdmesa.edu/college-services/administrative-services/event-planning/</p>	
<p>8) ANNOUNCEMENTS:</p> <p>Vicki Miller: MLK, Jr, Parade is January 20, 2019 and she wants to continue the tradition of Mesa College having a strong presence at the parade. Scholarships are available right now; deadline is February 19, 2019. Please mark your calendars for the Scholarship Awards on Saturday, April 20, 2019, 12:00 p.m.</p> <p>Johanna Aleman: Farmer's Market is on December 13; volunteers are still needed and bags.</p>			

Pcab Meetings Spring 2019: 2/5, 2/19, 3/5, 3/19, 4/2, 4/16 (possible reschedule to 4/23), 5/7, 5/21
Proposed Pcab Retreat: Tuesday, April 30, 2019, 2:15 – 5:00 p.m.

Proposed Dates

***INSTITUTIONAL COMMITTEE REPORTS / SPECIAL REPORTS:**

- Feb. 5, Feb. 19
- March 5, March 19
- April 2: CEL (A. MacNeill, J. Johnson), April 16
- May 7, May 21