

# SAN DIEGO MESA COLLEGE

## President's Cabinet

February 1, 2022 | 2:15 p.m. | Zoom

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

### 2) PRESIDENT'S REPORT

a) District and Campus Updates: President Luster welcomed all to the President's Cabinet meeting which is also the second day of the Spring 2022 Semester, the first day of Black History Month and Chinese New Year.

Dr. Luster stated that the District Strategic Planning group will be attending President's Cabinet on March 15, 2022 and asked if the time could be extended to a 3-hour time block. President Luster stated she is aware many cannot attend for a full 3 hours due to other commitments, but for those that can this is their request. This is the only opportunity for Mesa College to be involved with the District Strategic Plan. Dr. Bridget Herrin will also extend an opportunity for the Planning and Institutional Effectiveness Committee to join that meeting since that group is involved in much of the deep planning and for the District team to understand how our planning could be fed into the District Strategic Plan.

Dr. Luster thanked all of those that have returned to campus; we did not anticipate that the first three weeks would be in a modified format again. Thank you to all who are navigating all of that and appreciate your efforts to be kind, flexible and willing to "pivot". We continue to deal with the changing external environment around us, and we are trying to get a handle on when the District will be considering boosters to be the next vaccine status; the District is working on that now with the collective bargaining groups. In the meantime some of the external agencies are using different variations of what "fully vaccinated" means and we are doing our best to navigate that within the current confines of where we are and the "next steps" around how we communicate that and neither of those things are exceedingly clear or easy given our students and all of us are in different spaces and places, both physically and in our understanding of all those processes. Pam thanked Suzanne Khambata and her team that quickly communicates all that we do for the students.

Dr. Luster just returned from Sacramento attending Legislative sessions and was joined by Dr. Ashanti Hands and Johanna Aleman who joined her for a joint presentation with LA Valley Colleges Family Resource Center on Basic Needs; entitled "What's Really Working." Our two groups were chosen because of our advanced status around the systems that we are putting in place for our students; such as our One Stop Stand Resource Center.

On Sunday morning Dr. Luster presented with

Pamela T. Luster

Chancellor Judy Miner from Foothill-De Anza Community College and Constance Carroll on the baccalaureate program. The first round of new baccalaureate programs has gone forward; ten programs applied in January and those are being processed. The next opportunity to apply is August 15, 2022. The limit will be 30 per year.

RE: Cal Grant Reform, Last year we got pretty far down the road on Cal Grant Reform – all the way to Governor’s desk and he did not sign it. Today, AB1746 was introduced by Jose Medina and Connie Leyva to take the Cal Grant Reform bill all the way through the process. This would be a huge win for community colleges; CSU/UC students are able to get the full cost of instruction; our students are not able to access and this would be a game-changer for community college students and would do a lot towards communicating to potential students that it is time to come back to school.

President Luster stated that Dean Tina Recalde was also in Sacramento at the conference and presented a keynote with a group of others on the status of workforce development. Tina is the current president of the Community College Occupational Educators Association and did a fantastic job presenting.

Dr. Luster announced that we have an Acting Associate Dean of Career and Technical Education – Alex Berry; he joins us from San Diego College of Continuing Education.

President Luster stated following last week’s board meeting, all of the faculty positions have been approved. Each of the Deans in those departments can start working with Marco Chavez in the Business Office.

**3) STANDING REPORTS - GOVERNANCE**

a) Associated Students: Wencit Hersh, Academic Senate Office, reported the following on behalf of AS President Natalia Trinh:  
 1) Yesterday Natalia Trinh attended the 2022 Annual Legislative Conference in Sacramento.  
 2) Scholarships are still open.  
 3) AS is holding applications for Senate open positions.  
 4) AS retreat has been postponed.

Pam Luster congratulated Natalia who was a part of all of the virtual legislative meetings that were held yesterday afternoon; Pam received feedback that Mesa students were the stars of the show.

Wencit Hersh, Vice President, AS

b) Classified Senate: Eva Parrill, Classified Senate President, reported the following updates:  
 1) CS met in January and invited Jacqueline Collins to give an update on the campus reopening.  
 2) CS will begin projects later this month; emails will be

Eva Parrill, President  
 Classified Senate Scholarship:  
<https://sdmesa.academicworks.com/opportunities/3982>

<p>sent with information on fundraisers, events, etc.</p> <p>3) CS scholarship is open for applications which is available for any classified, NANCE or work student employees. Deadline is February 17, 2022.</p> <p>4) At their December meeting, Classified Senate passed the resolution in support of Asian American Studies program. Eva shared-screened that resolutions and read the conclusions of that resolution during the meeting. The link to that resolution may be found on the Classified Senate webpage on the Mesa College website.</p> <p>Dr. Luster thanked Classified Senate for their declaration of support and that it is really critical when we are branching out into new spaces that we think carefully and critically about how it impacts our students and their support statement does that beautifully.</p>	
<p>c) Academic Senate: John Crocitti, Academic Senate President, reported the following updates:</p> <p>1) Academic Senate has a full agenda; future speakers will include Brian Weston speaking on Distant Ed Vocabulary; Oscar Torres and Academic Affairs Committee is polishing up a survey that will be sent out to gauge the need for a proctoring center and from their they anticipate they would develop some cost analysis preparatory to a BARC request for such a facility.</p> <p>2) John state he anticipates a lot of discussion in Senate about the reopening this semester; some of the snags and confusion surrounding it despite best efforts – and efforts have been extraordinary. The communication has not always been precise and people are confused; but he is very optimistic they will “wade through” somehow.</p>	<p>John Crocitti, President</p>
<p><b>4) INSTITUTIONAL COMMITTEE REPORTS*</b></p>	
<p>a) Facilities and Safety Committee Update: Lorenze Legaspi, Vice President of Administrative Services presented a PowerPoint which include the committee’s charge, Covid-19 Updates, C-CERT/Campus Emergency Preparedness/ Mesa2030 Facilities, and a Quad construction update.</p>	<p>L. Legaspi  Facilities and Safety Committee Update:  <a href="https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Facilities_SafetyCommittee_PCAB_2.1.22.pdf">https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Facilities_SafetyCommittee_PCAB_2.1.22.pdf</a></p>
<p><b>5) SPECIAL REPORTS</b></p>	
<p><i>No special reports at this meeting</i></p>	
<p><b>6) OPERATIONS</b></p>	
<p>a) Accreditation: Bridget Herrin, Dean of Institutional Effectiveness, gave information on where we left off the fall semester and where we are head for spring.</p> <p>1) The Accreditation Steering Committee (ASC) have a document (link provided) that has the membership of that committee as well as some coordinator bodies that have been identified to help those members gather evidence to include in our institutional self-evaluation report. That group has been gathering evidence over the</p>	<p>B. Herrin  ASC Membership:  <a href="https://docs.google.com/document/d/12-jferrX4jGuj8Y20bVZjnCollgA1keVSYWgt0cxvsY/edit?usp=sharing">https://docs.google.com/document/d/12-jferrX4jGuj8Y20bVZjnCollgA1keVSYWgt0cxvsY/edit?usp=sharing</a></p>

last two months with about 60 pieces of evidence in the collection as of today. These members will be reaching out to experts in areas for questions or requested evidence on behalf of an area you represent.

2) ASC are working with the District to identify the areas that they will include some narratives for work that is centralized at the District.

3) ASC first meeting this semester will be held next week and look forward to having a draft to be circulated around campus by mid-spring and that draft will make its way back to President's Cabinet in April with the assistance of Lisa Shapiro, faculty coordinator for the accreditation process.

b) Student Services Updates: Dr. Ashanti Hands, Vice President of Student Services, gave the following updates:

1) Dr. Hands reminded everyone that Student Services is available to assist student to connect via live chat, virtual chat, and their doors will reopen on February 22, 2022.

2) Welcome Week is this week and events are virtual. There is also a welcome station on the patio area on the 4<sup>th</sup> floor of the Student Services building and students and they have been helping students with their questions and concerns.

3) Scholarship applications are open and will closed on February 17, 2022. They are encouraging students to apply; for students who apply for three scholarships and attend at least one scholarship workshop will receive \$100.

4) Great news about our veterans: student veterans taking remote classes can maintain their entire GI benefits through the semester. Also, the final Veteran Success Center grant funding narrative and expenditure report was completed. These State funds were given to 59 colleges to expand and bolster veteran resource centers. Example of grant funding efforts include counseling, increased educational planning, shorter turnaround on approving educational planning worksheets, increased work-based learning and internship opportunities in STEM, peer navigator support, collaborations with Veterans' Readiness Employment, basic needs partnerships, technological needs and personal wellness and counseling assistants to support the center.

5) Graduation deadlines are approaching and will be sent to the campus. Please share this information with faculty and students in the Canvas shells. Some students are not aware that they need to apply for graduation.

6) Be sure to check out the Transfer Center email updates to get information on the daily transfer talk sessions; many students are still in the transfer process at many levels and there are daily sessions to find out how to make progress as well as YouTube channels and

A. Hands

Welcome Week Events:

<https://www.sdmesa.edu/campus-life/welcome-week.shtml>

Scholarship Information:

<https://www.sdmesa.edu/student-services/student-affairs/scholarships/index.shtml>

a grant through Mesa Foundation to reimburse for their transcript fees. Many students are beginning to hear about their admissions offer; please encourage them to let us know where they are accepted so that they can be made a part of our special transfer events.

7) There are many schools that are still open for Fall 2022 admissions.

8) Cynthia Rico, Erika Higginbotham, Markus Berrien and Kirsten Pogue-Cely will be hosting a flex workshop on February 3, 2022, 1:00 p.m. on "Getting to Know Your Students and Increasing Engagement". All are encouraged to join in the session which was created from feedback received from faculty and designed specifically for our faculty.

9) COVID planning: District in partnership with the colleges is working feverishly to implement processes that streamline our implementation of Federal, county and district COVID guidelines. As new processes are put into place, they will be communicated broadly. In the meantime, the best way to bring concerns forward are through your Dean, Vice President, and through the SDCCD COVID workgroup which has college representation. This allows us to appropriately address concerns at micro and macro levels and as a District in moving forward in a unified and informed fashion.

President Luster added that it is our understanding that we will be receiving funds from the State to support a Pride Center on campus. Mesa College had already been working on this but it looks as if we will be able to move forward given this additional funding. We have identified the space that formerly occupied by NextUp program and are working with advocates on our campus to make sure it is designed in a way that makes sense for students and a space/place where people feel included and welcome on our campus. Dr. Hands stated that this will be housed under Dean Larry Maxey, Student Success and Equity. There will be an official unveiling of the plans for the Pride Center.

Dr. Luster stated for those who are thinking about affinity centers for the groups of students you support, VPA Legaspi and his office and the BARC process are trying to figure out a way for people to declare their needs around these affinity centers so that we can find spaces for them on campus.

c) Instructional Updates: Dr. Isabel O'Connor, Vice President of Instruction, gave the following updates:

1) The first day of the semester yesterday was a quiet day; Deans' Council recapped such as a few students wanted to crash classes and came to campus and some issues with add codes which the District is working on with us; all glitches are in the process of being corrected. They have worked very hard to find spaces for students on campus to access technology in-between classes.

I. O'Connor

FTES/FTEF/Productivity document link:

[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Enrollment\\_Update\\_1-31-22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Enrollment_Update_1-31-22.pdf)

The LRC saw several students yesterday; appreciation to Dean MacNeill and his team for opening the space to the students.

2) Enrollment Management: The document was shared on screen and showed the actual FTES that was generated, the target (for summer and intersession we exceeded our FTEST target). Fall 2021 was well below the target by about 1200 FTES. This is about the third semester where we have not reached 5,000 FTES as part of the COVID world in which we live. The FTEF variable, which is how much budget we use; we have stayed under budget at Mesa College for every term for the reason that we are experiencing lower demand than usual. The headcount represents an enormous amount of effort starting with the Deans/Chairs and ending with everyone else at the institution supporting this enrollment manager. The headcount as of today is roughly 18,000. In Spring 2021 the actual headcount was 20,500 roughly. Our headcount has been much lower starting in Fall 2021; we would normally be 20-21,000 at least. This chart is the basis for analysis we need to do and one of the patterns is that since the middle of January, roughly from January 15 on, we have increased our headcount by 3,000. Students in this term waited much longer to enroll, possibly due to all the variables such as the COVID Omicron variant. Dr. O'Connor gave appreciation for the counselors and their enormous effort. RE: the FTES; there has been a big effort to look at delivery, length of term, when to schedule classes and we have a very robust class offerings and have worked hard to promote. Dr. O'Connor stated she believes we could get close to 5,000. Dr. O'Connor also shared that they are a group that meet every two weeks to review planning: faculty, Deans, Institutional Effectiveness, and Student Services, and they are considering not just looking at it at a one-time point but trying to develop some long-term enrollment management planning.

3) Over the past couple of years, Professors Don Barrie and Toni Parsons have been working with Dr. Jane Teranes of Scripps Institution of Oceanography on an NSF grant called the Scripps GEO-Scholar program. Out of 9 grant funded internships available for local community college students, 6 were awarded to Mesa College students. Our students won internships in several fields, including water reclamation and resources, salinity/temperature/plankton monitoring, seismology, and meteorology. Each student will receive a \$5,000 stipend to work in a lab with a UCSD/Scripps researcher. In addition, each student will participate in a geosciences seminar course at UCSD. We are doing our best to align all of the different mandates that we are beholden to and the students will present at the Mesa College Research Conference.

d) Administrative Services Updates: Lorenze Legaspi,

L. Legaspi

Vice President of Administrative Services, gave the following updates:

- 1) VPA Legaspi is excited about the Pride Center on the Mesa College campus; more concrete details to come. Thank you for Dean Maxey for his leadership.
- 2) Last Friday an email was sent for a welcome back from Administrative Services. Please look for that email for detailed updates as we begin this semester.
- 3) COVID-19 response, we are doing everything we can as a District to make sure all staff and students are safe, learning and getting the services they need. Remote assignments for employees will continue through February 18, 2022 (exception are those employees where it is necessary to be on campus). A phased-in return to on site activities on February 22, 2022, about a 3-day a week on campus with a full return starting in March 2022.
- 4) Masks will be available around campus; there are dispensers for surgical masks and N-95 available upon requests. Please work with your supervisor/manager to obtain N-95 masks. Masks are required while working inside and when you are within 6 feet of anyone outside. Please continue to upload vaccination information to the District; not doing so will affect your work status.
- 5) Campus wifi will change starting this Friday: the password will be mesaspring2022. They are doing a full assessment of the campus wifi to check for a strong wifi all from Genesee at the P Building up to S building and the Z complex.

e) Mesa Pathways

**Student Success Team (SST) Leadership Update:**

We are excited to share that Alexi Balaguer, SSSA for the AVANZA Engagement Center & Peer Navigator|CRUISE programs, has agreed to serve as the Classified Lead for our Mesa Pathways Student Success Team (SST) Project. This project promises to provide exceptional student support to our Mesa College students as well as strengthen our work to bring equity and excellence to all that we do. Alexi will join a dynamic team that includes faculty members Ian Duckles, Gina Abbiate, and Cynthia Rico, in addition to Deans Pearl Ly and Bridget Herrin. This project team will meet on the 1st and 3rd Wednesdays from 4-5 p.m.

A special thanks to Gina Abbiate, Ian Duckles, Pearl Ly, and Cynthia Rico for planning a fantastic Convocation presentation about what's next with Student Success Teams - we hope you were able to submit some feedback during our session and look forward to sharing more throughout the semester.

**Spring 2022 MPC Retreat:**

We are looking forward to kicking off the spring semester with a retreat, which will take place on Friday,

Marisa Alioto, Howard Eskew

February 11, 2022, 9 a.m. – 12 p.m. This retreat will bring together members of MPC, our workgroups and project teams, as well as our fabulous Pathways Fellows. The focus of our interactive retreat will be on Data Coaches and Student Success Teams.

Gratitude goes to our planning committee for all of their hard work to make this retreat happen: Gina Abbiate, Bridget Herrin, Ian Duckles and Larry Maxey.

**Announcements:**

- The Guided Pathways Expenditure Report has been submitted.
- We are in the process of getting the SOAA uploaded; it will be submitted by the March 1st deadline.

Thanks to Howard Eskew for leading both of these time-sensitive efforts!

**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:** Our first meeting will be Wednesday, February 9, 2022, 12:45 - 2:15 p.m.

***To learn more about Mesa Pathways:***  
<https://www.sdmesa.edu/mesa-pathways/>

**7) ACTION ITEMS:**

Announcements:

Mesa Black History Month Zoom background can be downloaded from the Office of Communications toolbox: [www.sdmesa.edu/about-mesa/office-of-communications/toolbox/](http://www.sdmesa.edu/about-mesa/office-of-communications/toolbox/)

Scholarship Info can be found here <https://www.sdmesa.edu/student-services/student-affairs/scholarships/index.shtml>  
Application deadline is Feb 17, 2022. Students that attend a workshop and apply to (3) scholarships will receive \$100 JUST LIKE THAT!

You can help with scholarship review! <https://bit.ly/MesaScholarshipReviewSignUp>

Please encourage our students to join the Welcome Week Events.  
<https://www.sdmesa.edu/campus-life/welcome-week.shtml>

Classified Senate Scholarship: <https://sdmesa.academicworks.com/opportunities/3982>

ASC Membership: <https://docs.google.com/document/d/12-iferrX4jGuj8Y20bVZjnCollqA1keVSYWqt0cxvsY/edit?usp=sharing>

Institutional Effectiveness:

<https://www.sdmesa.edu/about-mesa/institutional-effectiveness/institutional-research/data-warehouse/index.shtml>  
<https://public.tableau.com/app/profile/sdccd.institutional.reseach/viz/SDCCDENrollmentDashboardDemand/Enrollmen tFillRateSections>

Mesa Pathways Happenings: <https://www.sdmesa.edu/mesa-pathways/>

Mesa College is hosting statewide Basic Needs Summit this Friday. Registration is still open and is free. Will include a student panel with Natalia on panel. Students are invited as well. <https://ccleague.org/event-calendar/realcollegecalifornia-basic-needs-summit-getting-real-about-basic-needs-fundamental>

Register here: <https://ccleague.org/node/992/validate>

Black History Month – First event is tribute to Rosa Parks, 2-4-22, 12- 1:30 p.m.

Manuel Velez - March 8, 9:35 a.m., Bitly/gracia/122012

Calendar:

**Spring 2022 Pcab Meetings: 2/1, 2/15, 3/1, 3/15, 4/5, 4/19, 5/3 (Pcab Retreat), 5/17**

**\*INSTITUTIONAL COMMITTEE REPORTS:**

2-1-22: Facilities / Safety (L Legaspi; M. Fay)

2-15-22:

3-1-22: Environmental Sustainability Committee (D. Leavitt), Student Equity & Achievement (A. Crakes, L. Maxey, A. MacNeill)

3-15-22: District Strategic Plan Consultants and PIEC; 3-hour meeting

4-5-22: BARC (L. Legaspi – 1<sup>st</sup> read); MIT (D. Fierro)

4-19-22: BARC (L. Legaspi 2<sup>nd</sup> Read); Mesa Pathways (H. Eskew, M. Alioto); CEL (J. Johnson, E. Parrill, A. MacNeill)

5-3-22: Pcab Retreat

5-17-22: Final Meeting – document approvals

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>