

# SAN DIEGO MESA COLLEGE

## President's Cabinet

April 19, 2022 | 2:15 – 3:15 p.m. | Zoom

<b>1) CALL TO ORDER: Pamela T. Luster, President</b>	
<b>2) PRESIDENT'S REPORT</b>	
a) District and Campus Updates: President Luster called the meeting to order.	Pamela T. Luster
<b>3) STANDING REPORTS - GOVERNANCE</b>	
a) Associated Students: Wencit Hersh, AS Vice President, shared the following updates: 1) Today is the last day for the 2022-2023 AS application and the election will be held early May. 2) AS had a table to talk to perspective students at the Jumpstart event held on April 9, 2022. 3) AS spread random acts of kindness during the Cultural Unity Week; they distributed Starbucks gift cards, hand sanitizer, snacks, art supplies, flowers, and CDAIE t-shirts.	Wencit Hersh, AS Vice President
b) Classified Senate: Alan Goodman, CS Treasurer, presented on behalf of CS and gave the following updates: 1) At their last meeting, CS reviewed and voted to approve the Mesa Technology Strategic Plan. 2) Janue Johnson and Katie Palacios attended their last meeting and shared on professional learning. A discussion was held on ways to increase collaboration and participation for profession learning among classified professionals so that it aligns with Mesa2030 Strategic Plan. 3) CS was introduced to the proposal that CS Vice President Mona King gave which is a classified onboarding program for new classified employees at Mesa. 4) CS announces the winners of the Joyce Skaryak Scholarship; this year four scholarships were awarded to Carla Grossini-Contra, Alexander Needleman, Ellen Engels, and Theo Lernart. 5) CS is looking forward to the Classified Service Awards, May 11, 2022, Classified Appreciation Week, May 9-12, 2022, and the Scholarship Awards and Resiliency Fund benefit events. 6) CS has collected nominations for Classified Employee of the Year award. This week the voting will occur. There is also the Department of the Year award and these will be decided on April 28, 2022.	Alan Goodman, CS
c) Academic Senate: Manuel Vélez, AS Past President, shared the following updates: 1) AS will meet in the upcoming week and they will discuss fixing their constitution which has some inconsistencies so there will be some resolutions. 2) AS is in the midst of their Senate elections; the nominations have been submitted and are closed and	Manuel Vélez, AS Past President

they will to the election process.  
3) Faculty Plenary – Manuel shared that he was elected to represent Area D as part of the ASCCC State-wide Executive Committee. For the next year he will be representing our community colleges in the North County, San Diego County, and Imperial Valley.

#### 4) INSTITUTIONAL COMMITTEE REPORTS\*

a) Faculty Hiring Priority (FHP): FHP List First Reading: VPI Isabel O'Connor shared the FHP List onscreen as she explained the process that was followed. In the fall there was an accelerated process using the rubric that the FHP Committee developed in spring 2021. They learned a lot of lessons about the applicability and criteria of the rubrics that were designed and they discussed, in moving forward, how to do the ranking for the spring 2022 which is the regular timeline for this process.

Chris Sullivan shared that FHP met very frequently and the accelerated process was an interesting step that they took. Applications were submitted and reviewed and FHP examined the scores and discussed the rubric and how to make these decisions easier. Dr. O'Connor shared that some of the issues that they have been trying to address is there were different teaching positions and different assignments. There was a total of 33 positions and a discussion was held on how to treat all the positions equitably even though they have their own differences and nuances. The positions were divided into classroom and beyond-the-classroom categories. The committee only scored the questions; they looked at the data but the data was not figured into the final ranking. The rubric corresponded with the data points. VPI O'Connor thanked the FHP Committee that worked really hard and diligently to be as transparent and equitable as possible.

Manuel Vélez asked if the ranking list was based on the narrative, not the data, and that was confirmed. He stated he was concerned because that is not what they voted on in terms of the process when they voted on the process last year. He stated they voted on a process where the data would be 60% of the score and the narrative would be 40%. The idea behind that was they didn't want the score to be based on the narrative and he is concerned about that. Dr. O'Connor responded that FHP had a lot of discussions about this and it does seem like they were going back to older practices. It was all based on the issues that were discovered in the fall where there were areas where it was difficult to bring the data that they had originally intended; they heard from librarians on how the data was too complicated and not necessarily realistic. That was the starting point to discuss "for now how do we then proceed – moving

I. O'Connor, C. Sullivan  
FHP Rankings Document:  
[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/FHP\\_Rankings\\_March\\_2022.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/FHP_Rankings_March_2022.pdf)

away from a system that in the fall turned out to be difficult to follow and what can we do that moves us forward.” Chris Sullivan suggested creating a rubric that can capture all of those points because the positions beyond classroom was a new wrinkle in the process and made them reassess how to score those types of elements. They will reassess and make sure it is as thorough as it could be and fair across the board as it can be.

Dr. Bridget Herrin ask for clarification that the list includes the rubric’s scores in Column B and the data scores in Column C; but the sorting is based off of Column B. The data scores are still present, they are just not part of the sorting. Dr. O’Connor stated that is correct; the data scores are there for reference, but the list is not sorted by data scores. They put the data scores purposefully next to the other score.

Manuel Vélez stated his concern is that faculty were not notified that this change was occurring. A process was discussed and voted on last year at President’s Cabinet that was 60% data and 40% narrative, they went with that process and no one told faculty that a change had been made and that they should go back and re-write their narratives. If he had known, he would have written his narrative differently and the transparency here is really problematic. Dr. O’Connor replied that this is a good point and mentioned that John Crocitti brought it to Senate and brought it to President’s Cabinet and explained what the process was for the spring semester, and as Chris Sullivan mentioned, FHP was trying to move forward given the timeline. When Program Review closed, FHP met and it was at that time when the decision was made based on the conversation with President Luster, FHP, and Dr. O’Connor stated she believes Manuel was present as well where it was discussed we had learned in the fall. The sentiment was that the fall process had not worked well and concerns were expressed on how the list had been ranked. Dr. O’Connor stated that we are in an intermediate stage where we are trying to react to the fall and trying to look forward to the future and that one of the things the committee has clearly identified is that they need more time to meet, discuss, analyze and look at what other colleges are doing for their processes. FHP has asked for additional time to do all of this work to be transparent, take it to Academic Senate, and then vetted across the campus. Chris Sullivan added that FHP could have more regular shout outs at the governance committees such as the Academic Senate and Chairs meetings at which they can make it a regular standing report. He added that communication and training are key elements and there are ways that this can be done better.

VPI O'Connor stated that this list is only one step in the process; it goes to President Luster who reviews the list with careful consideration and she is the ultimate decision-maker. This will be brought back for a second reading at the next President's Cabinet.

President Luster stated she understands the concerns; there was a time that the list had all of the features that this discussion has mentioned and produced what she thought was very equitable outcomes. As the committee goes back, it is really critical that all are clear with everyone where the finish line is. Given the remote environment and the way we were trying to get work done, communication has not always been straight forward and easy to have. She stated the data for her is huge – the last thing Mesa College wants to do is invite a new faculty member into a department where there isn't sufficient load to support that person's career. She looks at enrollment but also the mandates that are new to our curriculum. She is aware of some faculty that are considering retirement which are not public yet; currently there is one person that teaches Teacher Education who is retiring. Mesa College has a very big investment in Teacher Education and that is a position that is going to get funded because it has tentacles into many of our programs on campus and is very important to Mesa in terms of the work that we do.

She stated that we have some time to work on the structural issues but we want to be able to take the summer to get the programming together so that people have what they need to write these requests. We are somewhere around 7-8 positions depending on potential other retirements that may be coming in, so there is some room to approve a number of the positions on the list. We will do our best to have a solid list that looks at all of the things we need to do to make sure that our students have the people that they need in their classrooms, libraries – wherever they might be of service from faculty on our campus. This list will come back to the next President's Cabinet and it is Dr. Luster's hope to have conversations with those about the data so that it can be humanized and conceptual frameworks can be accurate.

b) Mesa Pathways: VPI Isabel O'Connor shared that Mesa Pathways will give a 5-year update and thanked Howard Eskew and Marisa Alioto for leading the charge for Mesa Pathways. The presentation began with a video on "The First Five Years – Mesa Pathways".

Howard Eskew commented that Mesa Pathways has been extremely busy for the past five years and have made some tremendous strides. They are planning another fall retreat for the Mesa Pathways Committee and will also have a campus rollout for ACPs which will

M. Alioto, H. Eskew

Video Link: The First Five Years – Mesa Pathways  
<https://www.youtube.com/watch?v=QoTN9NiKE1o>

be a celebration to engage students, faculty, staff, and administrators in continuing the great work in guided pathways. He thanked Isabel O'Connor for her guidance through the process.

Marisa Alioto asked that all participate in the next phase of Mesa Pathways projects as part of their Student Success Team's pilot draws near with the hope that they will launch it in Fall 2022. The Student Success Project Team sent out an interest survey to the campus community last week and all are asked to participate in that survey by Friday, April 29, 2022.

## 5) SPECIAL REPORTS

a) San Diego Mesa College Institutional Self-Evaluation Report (ISER). Dr. Herrin shared that this is a very preliminary draft and there are a lot of gaps but their timeline includes getting the information out to the broader campus throughout the development of the draft. The final version will be in a year from now which we will be approving to send to ACCJC in August 2023. Lisa Shapiro added that they want all to review the draft. They have noted and highlighted sections where they are missing evidence; the evidence collection form is open and they are using evidence that comes in to build draft 1.5. Please continue to submit evidence.

Dr. Herrin stated this is draft 1 and draft 1.5 is already being worked on with feedback received from the committee and co-chairs. Draft 1.5 will be in development for the remainder of the spring semester into the summer and then in fall will begin working on Draft 2 and hope to have all of the gaps filled and will bring it back to the campus in October. A final draft will be reviewed at the last meeting of spring 2023 before it is submitted to the SDCCD Board of Trustees. This report is provided to ACCJC well in advance to their visit so that they can review the report and identify areas of focus that they would like to hone in on for their campus visit. We will be continuing to collect evidence and demonstrate ways in which we are engaging in continuous quality improvement.

b) Gov 101 Committee Inventory: Dean Herrin shared that about three years ago, PIEC did a governance evaluation survey that was prompted as one of the improvement recommendations from our previous accreditation visit around doing self-evaluations of our governance process. That survey resulted in the development of Gov 101 – which is our “how does governance work at Mesa” which was launched this fall at the first President's Cabinet meeting. As they have developed version 2 of the Governance 101 process, some things that continue to come up is what are all the committees on campus, what kind of work are they

B. Herrin, L. Shapiro  
Institutional Self-Evaluation Report (ISER):  
[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/ISER\\_Template\\_Draft1\\_3-29-22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/ISER_Template_Draft1_3-29-22.pdf)

Feedback Form:  
<https://forms.office.com/r/Y9nBVzpiG>

B. Herrin  
Gov 101 Presentation Link:  
<https://sites.google.com/view/mesagovernance101/home/strategies-for-effective-committees>

engaging in, how to get involved, and where to find this information. The Gov 101 sub-committee of PIEC has been working on is developing this inventory and has been reviewed by a number of groups and sent to the Senates and now bringing it to President's Cabinet for a general "blessing" that it looks accurate. They have a process for updating it every year; PIEC has taken on the task for engaging in that update effort at this time.

**6) OPERATIONS**

a) Student Services Updates: Vicki Miller, Dean of Student Affairs, gave the following updates:

- 1) April 9 they held Jumpstart and the in-person version was very engaging; thank you to all the departments and presenters that joined this event. They had over 200 students and they highlights were the departments' tabling as well as the various workshops.
- 2) Student Affairs announces that they have over 30 registered clubs to participate in our Interclub Council. 27 are returning and 3 are new: American Society for Mechanical Engineers, Machine Learning Club, and the San Diego Mesa College Diverse Ability Club. We have 34 club advisors: 27 of them are faculty, 5 are classified professionals and 2 are administrators.
- 3) They are excited to open the new Pride Center; they anticipate the grand opening in fall. Our Pride Center will work towards promoting a safe environment where LGBTQIA students, staff, faculty and allies can be their authentic selves, and feel welcome, safe and comfortable at home. The Center will include support services such as academic and personal counseling, specialized workshops, leadership opportunities, free personal care / supplies, student hub, computer lab / printing, and an overall safe space.
- 4) Basic Needs: President Luster, VP Hands, and Coordinator Aleman will be presenting on advancing basic needs campus models across California hiring education. As part of the California Higher Education Basic Needs Alliances Learning Series, we look forward to their collaboration and their presentations as they are the ones that lead this effort.
- 5) Student Health Services will host COVID Conversations and Education on Thursday, April 21, 2022, 11:00 a.m. An email has been sent with a zoom link this morning.
- 6) Scholarship news and highlights: They have hit an all-time application submission high of 664 students that applied for scholarships and they are eager to honor, celebration and recognized our students for their great achievements. They have over \$150,000 in scholarships; the awards event is Thursday, April 28, 2022, 4:30 p.m. – tickets are on sale for an individual ticket or table (\$500).
- 7) Commencement: An in-person ceremony will be held on Friday, May 27, 2022, 4:00 p.m. at Merrill Douglas

V. Miller

Stadium.

8) May 4-5, 2022 is the Grad Fest.

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

1) They are excited to see the high number of students transferring and graduating, but also the number of stellar student athletes who are transferring with major scholarships.

2) Thank you to Dean Shumaker and his entire team who are very strongly recruiting student athletes as we hope to be back on campus and strengthen our program.

3) Fall planning schedule is ongoing; this morning at Deans' Council Dr. O'Connor stated she was very proud of all the very nuanced work that is occurring across the campus in each discipline and department. They are looking very carefully at past enrollment, patterns, students' needs, and making some changes on scheduling classes (not in every program) but some programs are deciding to increase the number of short-term and sequential courses where students can complete faster. There has been a lot of discussion about modality of the delivery of instruction.

4) Dr. O'Connor shared an announcement to the campus on the Curriculum Equity and Excellence Review Institute 2.0 which is now underway. She is soliciting interested faculty to participate. The program that was done last year has been much strengthened.

5) Thank you to Professor Danica Moore and Dean Paloma Vargas and others in Math and Science who have planned two amazing days – May 10-11, 2022, to celebrate STEM student success days.

6) On May 11, 2022, 10:00 – 11:00 a.m., the Pro Bono Clinic will be opened in the school of Health Sciences.

c) Administrative Services Updates: Events and Operations Administrator, Jacqueline Collins, shared the following updates:

1) They are working on a computer refresh, Director David Fierro is preparing a draft refresh plan for both students and employee computers. The draft of the review will go to the MIT Committee for input and a place to funnel questions. VPA Legaspi will provide additional information on this refresh at upcoming President's Cabinet meetings.

2) BARC Notifications have been sent; thank you to the Budget and Allocation Recommendation Committee and the Business Services team. Notifications were sent with next steps.

3) Smile Season has begun and events and operations are excited to support their campus partners in celebrating our graduating students. As a reminder, outdoor events do not require proof of vaccination as long as we are distancing. Indoor events must follow our

I. O'Connor

J. Collins

current COVID protocols; if you have any questions please contact Jacqueline Collins.

## 7) ACTION ITEMS: Second Reading: FHP

### Announcements:

Pam Luster reminding all of the President's Cabinet Retreat to be held on April 26, 2022. You will be sent some information on homework to review before the retreat. As you recall, in the spring of every year, we look at the student outcomes.

Dr. Luster thanked all who applied for the Leadership Team for R&D Consulting. The team will be formed soon and an orientation will be held.

### Calendar:

April 22, 2022, 5:00 p.m., Faculty Recognition Program

April 26, 2022, 2:15 – 5:00 p.m., President's Cabinet Retreat, Zoom

April 28, 2022, 4:30 p.m. Check-In, Scholarship Awards. Mesa Gym

May 11, 2022, 11:00 a.m., Classified Service Awards, MC 211 A/B

May 17, 2022, 2:15 – 3:15 p.m. President's Cabinet Meeting (zoom); 3:30 p.m. Campus Celebration honoring President Pam Luster, MC 211 A/B

May 27, 2022, 4:00 p.m., Commencement, Merrill Douglas Stadium

June 7-9, 2022, Classicon Week. Luncheon on 6/7/22, 12:00 p.m.

### **Spring 2022 Pcab Meetings: 2/1, 2/15, 3/1, 3/15, 4/5, 4/19, 4/26 (Pcab Retreat), 5/3, 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: ACCJC Annual Reports (Herrin); BARC 1<sup>st</sup> Read (Legaspi); District Strategic Plan Consultants and PIEC (Meeting will be held 2:15 – 5:15 p.m.)

4-5-22: BARC (L. Legaspi – 2<sup>nd</sup> read); MIT (D. Fierro)

4-19-22: Mesa Pathways (H. Eskew, M. Alioto); FHP (I. O'Connor, J. Crocitti)

4-26-22: President's Cabinet Retreat, 2:15 – 5:00 p.m.

5-3-22: Campus Employee Learning Committee - CEL (J. Johnson, E. Parrill, A. MacNeill), Classified Hiring Priority (CHP) List – First Reading (E. Engels)

5-17-22: Classified Hiring Priority (CHP) List – Second Reading (E. Engels); followed by Campus Celebration.

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>