

SAN DIEGO MESA COLLEGE

President's Cabinet

May 15, 2018 | 2:15 p.m. | MC 211 A

| | PRESENTER | PRESENTATION / HANDOUT | STRATEGIC DIRECTION(S) |
|---|-----------|------------------------|------------------------|
| 1) WELCOME / INTRODUCTIONS | P. Luster | | |
| 2) PRESIDENT'S REPORT a) FHP/CHP/BARC: <u>Faculty Hiring Priority</u> document: Pam stated whereas last year we have about 22 retirees, this year has had far fewer retirees. She anticipates Mesa will have approximately 7-9 full-time faculty positions that will be filled, not including any additional retirees that may occur. This document may be found at: http://www.sdmesa.edu/about-mesa/institutional-effectiveness/program-review/documents/resource-requests-forms/2017-2018/FHP2018_PresidentsApprovedList.pdf Pam stated she is accepting the recommendations as they were submitted on the <u>Classified Hiring Priority</u> document. She added that she is going to make sure we have positions for the ILTs whose salaries are currently funded by Title III or V Grants. This document may be found at: http://www.sdmesa.edu/about-mesa/institutional-effectiveness/program-review/documents/resource-requests-forms/2017-2018/CHP2018_PresidentsApprovedList.pdf <u>BARC</u> document: Pam stated that the funded departments have received notification and instructions on completing requisitions. This document may be found at: http://www.sdmesa.edu/about-mesa/institutional-effectiveness/program-review/BARC%20Requests%202018-2019%20.pdf <div style="border: 1px solid black; padding: 5px; width: fit-content;"><p>Action Item: A motion to accept the three final documents from FHP, CHP, and BARC was made by Rob Fremland; Second: Kim Perigo. After discussion, the motion was approved unanimously.</p></div> b) Governor's May Revised Budget: President Luster stated that the budget impact of the Governor's May Revised Budget is not known. As of now the funding formula is 60/20/20 (60% Base Grants / 20% Supplemental Grant / 20% Student Success Incentive Grant, which was adjusted from 50-25-25. One simulation is provided by the Department of Finance which is an early look at the funding impact for 2018-2019. The simulation and additional information are posted on the State Chancellor's website located at: https://www.ccleague.org/advocacy/MayRevise18 | P. Luster | | |

3) INSTITUTIONAL COMMITTEE REPORTS*

a) Facilities Update: Acting Vice President of Administrative Services, David Fierro, presented on the work of the Facilities Committee this academic year. An emphasis was placed on four different areas: 1) Facilities Master Plan, 2) Cleaning and Communications, 3) Equipment Replacement and Maintenance, and 4) Environmental Health and Safety. This document may be found at: <http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>

D. Fierro

b) Safety Committee: Matt Fay, Occupational, Environmental Health & Safety Coordinator, presented on the Safety Website he has been creating this academic year to help Mesa College become a safer campus. The website has six different areas of safety and security issues: 1) Biological Safety, 2) Environmental Programs, 3) Ergonomics, 4) Fire and Life Safety, 5) Occupational Hygiene, 6) Emergency Management. The site also has links to student or employee accident forms and instructions on where to send after completion. The website is located at: <http://www.sdmesa.edu/college-services/safety/>

M. Fay

c) Strong Workforce Ad Hoc Group: Monica Romero, Associate Dean of Career-Technical Education (CTE), presented an update on the Strong Workforce Ad Hoc Group. The presentation included information on what is strong workforce, the different regions, Mesa College outcomes and funding, purpose of the Strong Workforce Ad Hoc Group (SWAHG) - which integrates CTE across the campus, and a handout on the middle-skill jobs gaps in San Diego County. This presentation may be found at: <http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>

M. Romero

d) Strong Workforce Committee Proposal: Associate Dean Romero presented the proposal for the Strong Workforce Committee. The template for the proposed committee included the accountability, goals, membership composition (approximately 20-25 members), and terms of membership. Associate Dean Romero asked for strong workforce to be adopted as a governance committee. Since this proposal still needs to be presented and reviewed by Classified Senate and Associated Students, it was tabled to allow time for additional review until a President's Cabinet meeting in the Fall 2018 Semester. This document may be found at: <http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>

M. Romero

e) Classified Hiring Priorities Rubric / Review of CHP Process: Associate Dean Monica Romero and Olivia Picolla, Student Services Assistant for Transfer | Career | Evaluations, presented changes to the Classified Hiring Priorities form to include questions for Program Review and also the Scoring Rubric for the Classified Hiring Priorities for Program Review. The overall change for the CHP in program review is that there is no Excel form – it is now in TaskStream format, and duplicate questions have been removed. The rubric was updated to match the questions and is now being circulated to the Senate groups for

M. Romero /
O. Picolla

review and feedback will be given to PIE Committee next week. The changes to the CHP for program review does not change any prior criteria. These documents may be found at:
<http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>

f) FHP Update - Faculty Position Request Form: Dean Andy MacNeill reported on the Faculty Position Request Form and changes proposing for the FHP for 2018-19. The form has two proposed changes: one in History of Faculty Hiring in Program or Service Area, and the other in Tenured/Tenure Track vs. Part-time Ratio from previous academic year. No changes are proposed to the FHP rubric. After discussion, it was decided that a presentation on the process could be presented to President's Cabinet in Fall 2018 Semester. This document may be found at:
<http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>

A. MacNeill

4) STANDING REPORTS

a) Academic Senate: Rob Fremland, past president of the Academic Senate, presented today on behalf of AS President Kim Perigo. Rob reported the following:

1) The Senate is reviewing its constitution to determine if they want to make changes to allow tenure-track faculty to serve on AS Senate Exec.

2) AS will be welcoming new members to the AS Senate in the Fall 2018 Semester: Andrew Hoffman/Curriculum Chair, Janna Braun/Professional Development Committee, Holly Jagielinski and Alison Gurganus/Senators-at-large, Terry Kohlenberg/Chair of Chairs, Becca Arnold/Treasurer. AS thanked those who served this year including Paula, Paul, Toni, Lupe, and Manuel for all their hard work on behalf of the faculty and the institution.

3) AS is still in the process of setting a regional Academic Senate meeting – it has been difficult to find a collective meeting date but still hoping it will occur before the end of the semester.

4) A number of colleges have either a “vote of no confidence” [Chancellor Oakley] or are considering adopting one. Glendale has passed a vote of no confidence; Grossmont is considering and the remainder of the colleges in our district have it for discussion on their agendas. AS has also heard from Santa Rosa, College of the Sequoias, Cuesta College and Mt. San Jacinto – AS is hoping several colleges will get something passed before the end of the spring semester.

b) Classified Senate: Classified Senate President, Trina Larson, thanked everyone for their support of the Classified Professionals fundraising candy jars – over 200 were sold. Trina reported that the Classified Equity Project, “Equity Task Force,” will be recognized at the CCC Classified Senate Conference in June in Ventura, CA.

c) Associated Students: AS President, Joe Newell, stated the AS elections are finalized and there is outstanding leadership

R. Fremland
for K. Perigo

T. Larson

Classified Senate
Webpage:

<http://www.sdmesa.edu/about-mesa/governance/classified-senate/index.shtml>

J. Newell

coming for the next academic year:
AS President: Sofia Castellani-Staedler
Vice President: Hong Nhung Nguyen (Jen)

Joe expressed his thanks for the support and opportunities he has received at San Diego Mesa College. Pam Luster presented Joe with a Mesa College jacket.

5) OPERATIONS

a) Mission Statement: Madeleine Hinkes, Dean of Institutional Effectiveness, presented on behalf of PIEC ((Planning and Institutional Effectiveness Committee) who have sent forward a recommendation on the Mesa College Mission Statement. The group recommends the statement be updated to the following: San Diego Mesa College is a comprehensive community college committed to access, success, and equity. We honor those commitments as a diverse community of faculty, students, professional staff, and administrators who collaborate to foster scholarship, leadership, innovation, and ~~positive change~~ **excellence in an inclusive learning environment**. By promoting student learning and achievement that leads to degrees and certificates, transfer, workforce training, and lifelong learning, we empower our students to reach their educational goals and shape their future

Action Item: A motion to accept the changes to the San Diego Mesa College Mission Statement was made by Manuel Velez; Second: Trina Larson. After discussion, the motion was approved unanimously.

The Mission Statement may be found at: <http://www.sdmesa.edu/about-mesa/mission-vision-values/>

b) Mesa Evaluation and Assessment Multi-Year Calendar: Dean Hinkes presented the calendar stating it had been reviewed by the Planning and Institutional Effectiveness Committee. Mesa Pathways was added to the "Assessment and Evaluation Activities" column. Associate Dean Monica Romero suggested that in the future career goals should be added.

Action Item: A motion to accept the Mesa Evaluation and Assessment Multi-Year Calendar was made by Howard Eskew; Second: Trina Larson. After discussion, the motion was approved unanimously.

This document may be found at: <http://www.sdmesa.edu/about-mesa/institutional-effectiveness/college-planning-documents/2018%20Mesa%20Evaluation%20and%20Assessment%20Multi-Yr%20Calendar.pdf>

M. Hinkes

M. Hinkes

c) Mesa Pathways: VPSS Ashanti Hands presented a proposal for the Mesa Pathways Committee which including the purpose, goals and membership composition.

Action Item: A motion to accept the proposal to form the Mesa Pathways Committee was made by Manuel Velez; Second: Joe Newell. After discussion, the motion was approved unanimously.

This document may be found at: <http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>

d) Institutional-Set Standards (Received from PIEC and submitting for consideration of final approval): Associate Dean of Research and Planning, Bridget Herrin, presented the Core Key Performance Indicators, Standards and Goals for the 2018-19 Academic Year.

Action Item: A motion to accept the Institutional-Set Standards was made by Rob Fremland; Second: Tim McGrath. After discussion, the motion was approved unanimously.

Their presentation may be found at: http://www.sdmesa.edu/about-mesa/institutional-effectiveness/institutional-research/Copy%20of%20Indicators%20Dashboard%20_2018-19_FINAL.pdf

A. Hands

B. Herrin

6) SPECIAL REPORTS (Review/Approval)

a) National Student Leadership Diversity Conference: Baktash Olomi and Sumaya Ali presented on behalf of the students who attended this conference. Their presentation may be found at: <http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>

7) EVENTS

Most current events may be found at the Events and Reservations Portal.

May 19, 2018, SD Mesa College Commencement, USD
August 16, 2018, Convocation, 8:30 – 12:00 p.m., Mesa Gym

Event Website:
<http://www.sdmesa.edu/college-services/administrative-services/event-planning/>

8) ANNOUNCEMENTS:

Vicki Miller: 732 students have stated they will attend Commencement. A reminder to arrive no later than 2 p.m. This year students will have a separate arrival area across the street at the County Education parking lot and will arrive at 12:45 and shuttle to the Jenny Craig Pavilion.

Larry Maxey: The Farmer's Market will be held May 17, beginning at 1:30 p.m. Eight pallets of fruits and vegetables.

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| Judy Sundayo: Diversity Meeting | | | |
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Pcab Meetings Spring 2018 Semester: 2/6, 2/20, 3/6, 3/20, 4/3, 4/6 (retreat), 4/17, 5/1, 5/15

Feb. 20 **CDAIE**

Mar. 6

Mar. 20 **PR** (M. Hinkes), **MP** (A. Hands), **SSSP | Student Equity | Integration** (L. Maxey / A. Crakes)

Apr. 3: MIT (D. Fierro)

April 6 (Retreat)

Apr. 17: **BARC, FHP** (T. McGrath/K. Perigo, A. MacNeill), **CHP** (M. Romero/O. Picolla)

May 1: **AHSIE** Conference Presentation, **CEL** (A. MacNeill/ J. Johnson), **PR Annual Report** (M. Hinkes)

May 15: **Facilities, Safety** (M. Fay), **Strong Workforce Ad Hoc Group** (M. Romero), **FHP/CHP/BARC Final** (P. Luster),
National Student Leadership Diversity Conference (AS – J. Newell)