

SAN DIEGO MESA COLLEGE

President's Cabinet

May 3, 2022 | 2:15 p.m. | Zoom

1) CALL TO ORDER: President Pamela T. Luster

2) PRESIDENT'S REPORT

a) District and Campus Updates: President Luster opened the meeting and reviewed the agenda. She stated she just returned from the American Association of Community Colleges' Annual Conference where Dr. Constance Carroll was inducted into the Community College Hall of Fame. They also held a Hail and Farewell Luncheon for incoming presidents and presidents who are retiring. Since there was no conference last year, Dr. Carroll and Pam were celebrated together where they crossed the stage and received a crystal award. The U.S. Under Secretary of Education, James Kvaal, also presented at the conference.

Dr. Luster then shared that today's agenda will include the Faculty Hiring Prioritization list and, should it be adopted today, she is prepared to present the positions that she is recommending following that second reading of the FHP list.

b) President's Approval: Faculty Hiring Priority List
*presented following the FHP second reading in 4(b)

Dr. Luster shared that she has spent the last 2-3 weeks looking at the data, talking with people, and listening. She stated that as counseling positions have been vacated after the hiring freeze, we have been replacing those positions. One open counseling position was held during the hiring freeze, but that position and any that have come up since then has been refilled automatically, or if not, have gone back on to the FHP list.

Dr. Luster stated that not approved on the list are new counseling positions because we have filled them as we have had them available to us. Also, she stated she considered retirements, some of which have happened since this list came into being and since the data was created, and we have had a couple of resignations as well as different demands and trends occurring. She also looked at the nature of the students that are served, the FTEF / FTES balances, and the full-time FTEF to part-time FTEF.

In green highlight on the list are the positions that President Luster is moving forward and she also included comments on those that should be in the "on deck circle".

Positions President Luster is recommending to move forward:

Pam Luster, President

President's FHP List:

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/FHP_Rankings_Approved_by_President_5-3-22.pdf

Exercise Science Professor - emphasis on football
Physics, Generalist

Fashion, Generalist (Meegan is leaving for Cal State San Marcos) – that does not give them a third position, but at least put two full-time staff back into a thriving fashion program

Japanese, Generalist (the Japanese position hiring process was just finished and two full-time faculty were hired in the Japanese program which fulfills both the position that resigned before receiving tenure and also the position that appeared on the FHP list)

Engineering fulltime

Political Science

Teacher Education (Laurie Lorence retired and was the sole teacher education faculty)

Building Construction Technology, generalist (long time faculty member Larry Horseman left, and this is a thriving field).

Professor of Chicana and Chicano Studies

President Luster stated regarding the three positions on the list that need to be considered for the “on-deck circle” – Geography, Fermentation and Architecture (highlighted on the list in yellow); there is no funding for these positions and they are not in any particular order because she is unlikely to be the person making this decision. If there are more resignations or retirements, these three programs all very much need full time faculty.

Dr. Luster stated it will be up to the Chair and the Dean to work with VPI O’Connor to decide if the search would be held in the fall for a spring start, or in the spring for a fall 2023 start. The next step is for the Deans in these areas to complete a Position Justification Form and send to Lorenze Legaspi’s office to proceed with the hiring.

In addition, with our ability to pull positions off the frozen list, we were able to re-establish Lynn Lasko’s position in the Business Employment Office that Marco Chavez has been serving in an acting role. Given the level of work we are doing and with these hires it will make this office even busier.

3) STANDING REPORTS – GOVERNANCE

a) Associated Students (AS): Wencit Hersh, Associated Students Vice President, gave the following updates:

- 1) AS are holding their elections this week for the 2022-2023 AS Cabinet.
- 2) Grad Fest is being held this week outside of the Mesa College bookstore. This gives grads the chance to get their cap, a picture at the booth, bracelets, and there are other activities to enjoy while they are decorating their caps.

Wencit Hersh, AS Vice President

<p>3) On May 17, 2022 AS is holding a Spring Fest to end the semester and have a feast.</p>	
<p>b) Classified Senate (CS): Eva Parrill, Classified Senate President, gave the following updates: 1) CS is looking forward to the Classified Appreciation Week next week; a schedule of events was sent via email. There will be opportunities all week for classified to come together and for all to show appreciation for the hard work that classified do on campus. A campus-wide scavenger is included and they will be stopping by different areas on campus. 2) Eva thanked Dean Bridget Herrin who attended the CS's last meeting to share the Institutional Self-Evaluation Report and how classified professionals can provide input and their perspective on the next iteration of that report.</p>	<p>Eva Parrill, CS President</p>
<p>c) Academic Senate: John Crocitti, Academic Senate President gave the following updates: 1) AS approved a number of revisions to board policies with straighter procedures; these were relatively minor changes. 2) AB 928, which automatically puts students who express a goal and transfer into an ADT, will take effect in August of 2024. To some majors this could be a problem because the ADT does not always serve certain majors. For example, in Psychology there are several different degree plans that work better, depending on whether a student is going to San Diego State or UC, or even within San Diego State they have multiple pathways. If a student wants to escape that ADT they have to opt out. John suggests that we start thinking about communicating that to students well ahead of August of 2024; both counseling faculty and instructional faculty should make it known to students that the automatic ADT they are put into might not necessarily serve them well as they transfer. 3) John stated that District-wide, 83% of our faculty are now distance education certified. This is about a complete reversal of several years ago when more than 80% did not have the DE certification which is quite a change in our ability to teach online.</p> <p>President Luster stated that the new ADT requirements as of 20 24 will be a District-wide effort and it has come up at Chancellor's Cabinet a couple of times. Vice Chancellor Susan Topham and Shelly Hess will be working with the instruction staff. It will take a District-wide approach to do that because our students attend multiple institutions.</p>	<p>John Crocitti, AS President</p>
<p>4) INSTITUTIONAL COMMITTEE REPORTS*</p>	
<p>a) Classified Hiring Priority (CHP): CHP First Reading Ellen stated that the CHP Committee resumed meeting this year after the pause of last year. The purpose of the CHP Committee is to review classified personnel</p>	<p>E. Engels CHP Presentation: https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-</p>

requests made during the program review process and to create a ranked list, which is being presented today. The CHP Committee utilized the updated rubric and questions that were developed back in 2019-2020, and used it this time around for the 2021-22 review cycle. They included another question on the request form to prioritize and center equity. Ellen explained the ranking and showed their rubric where they inserted equity as one of the criteria and on page six of the presentation is the 2021-2022 CHP Ranked List.

It was requested that this CHP list be revised to show what specific area the request came from by showing it next to the position on the list in parentheses. Ellen will make this change and forward the revised document.

President Luster stated during discussion that at this moment we do not have open, funded, classified positions to apply to this list and that it is unfortunate that we do not get an allocation from the State like we do for faculty positions. It was also noted that this CHP process is done every year, creating a new list.

b) *Faculty Hiring Priority (FHP): FHP List Second Reading. John Crocitti shared the FHP List on the screen and stated it was decided at their first screen meeting to rank the classroom and counseling faculty requests solely by the responses to the narrative portion of the rubric – the answers to five questions that were part of the rubric dropping out the data score, although still providing the automatic scoring of data. This was an aide to President Luster as she made her decision about approving the list or making any edits to the list. For the counseling and classroom instruction faculty members, it was the narrative portion scores that created the ranking, then there was a separate list for what we ended up calling beyond the classroom. These were not positions where you could say it was a regular in the class instructional, it is not counseling, if it was a faculty request, and so we created a separate column for that. This group did not originally have an automatic score based on data and that is why their scores are much higher than the scores that you see on the list for the classroom and counseling requests.

John stated the voting members of the committee chose to go this route because they felt there were some problems and difficulties with the off-cycle hiring or selections that were conducted last fall. At the same time, however, this does not conform to the process that was approved a year ago by President's Cabinet, and is something to take seriously – CHP Committee is responsible for following the governance process and President's Cabinet approved a certain process. John stated it is questionable what authority FHP has to

[documents/Classified Hiring%20Priority Presentation Pcab 5-3-22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/CHP_21-22_Ranked_List_Revised.pdf)

CHP List:

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/CHP_21-22_Ranked_List_Revised.pdf

J. Crocitti

FHP Committee List:

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/FHP_Rankings_Second_Reading.pdf

contradict that process; but in the interest of creating a better list, The CHP Committee decided to go this route. John stated that VPI Isabel Connor and himself do not vote; the voting members overwhelmingly decided to go with this revision to the method for ranking the hiring list.

Action Item: A motion was made to accept the Faculty Hiring Priority List by Ashanti Hands; Second: Pearl Ly on behalf of Tina Recalde.

During discussion, Manuel Vélez stated his greatest concern is specifically with process, especially because we rely so much on process to ensure that decisions are informative, transparent, and are made with every consideration in mind. He shared at in looking at the list, the differences between the average question score and the data score are very different. His concern is that whatever the decision that was made it did not focus on the need; according to the data it focused on the network. Manual stated he felt it was important to voice his opposition for the record that the process is not being followed.

Action Item continued:
After discussion, the motion was approved with Yes:8, No:3, Abstained:0. The motion was passed.

Following the approval, Dr. Luster suggested to the Faculty Hiring Priority Committee to go back and look at the previous processes and to work with the Institutional Effectiveness office to get data which is really critical to the process. Dr. Luster stated as someone that takes this process very seriously and reads the program reviews of these programs to see what is there, she also talks with the Deans of areas and the Chairs if more information is needed and it has been very helpful to do this.

**See remarks by President Luster in Section 2(b) for her final recommendation.*

c) Campus Employee Learning Committee (CEL): Updates on the Campus Employee Learning Committee presentation included the CEL Goals for 22-23, LOFT Infographic, Annual Flex Survey, Equity Institute Framework, Conference and Travel Committee, Faculty Professional Learning Committee, Curriculum Equity & Excellence Review, Mesa's Online Success Team, Faculty Inquiry Groups, Mosaic, CDAIE/Professional Learning, New Faculty Institute, Chairs Academy, Classified Professional Learning Committee, and the Cornerstone Professional Learning LMS – Vision Resource Center. The full presentation is available on the President's Office website.

J. Johnson, E. Parrill, A. MacNeill

CEL Presentation:

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/CEL_presentation_5-3-22.pdf

LOFT Infographic

<https://drive.google.com/file/d/1VfspX4bL1oO5n1OmbMU6EqToa0neyjrl/view?usp=sharing>

Vision Resource Center:

https://drive.google.com/file/d/1NpHZlvjcNxLVq1HYWg9BYJjG8Dbed_Nn/view?usp=sharing

5) SPECIAL REPORTS

Institutional Effectiveness Updates:

a) Program Review Changes: Draft Handbook
Included in the presentation was an overview of the Integrated Planning Cycle which begins with Mesa's institutional Mission and includes long-term planning (Mesa2030) and annual planning (Program Review and Resource Allocation). There is a change to the cycle over the course of the year in the flow of what the reports will look like. In the first year, Program Review will ask for all to set unit or service goals that connect and map to the Roadmap. Within each of those goals, all be asked to identify the actions they are going to take over the course of the next five years to accomplish those goals. Then, all will be prompted to determine what resources are needed to accomplish those actions, at which point their resource requests will make their way to the different resource committees. This Program Review Handbook has been shared with the Program Review Steering Committee.

A Global or shared rubric is presently being reviewed; generally the process will be ranking the requests and the actions that are related to those requests up to four values that map to the Roadmap, mission, and vision as an institution – which are equity, excellence, innovation and sustainability. It will also be looking at impact and need and developing a meaningful connection to our shared vision. This is being done with the hope that as our processes more closely align with that shared vision and how the program review reflections are connected to the resource allocation requests.

b) Outcomes Assessment Cycle Changes – First Reading.

Dr. Herrin shared that outcomes assessment will also be inventive, so they will be creating a summer group from the campus to look at developing that workspace again alongside the program review. The goal is to integrate outcomes assessment questions directly into the program review workspace so that the reflection part of the outcomes assessment process becomes part of program review. They are also looking at ways that technology can support a more streamlined data collection for outcomes assessment.

One major change is that COA over the last couple of weeks has been discussing changes to the outcomes assessment cycle, which was previously a six-year cycle. This is the first read to President's Cabinet of a new proposed change which would be to shift from a six-year cycle to a four-year cycle so that it aligns with the program review process.

B. Herrin

Program Review Handbook Draft:

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Program_Review_Handbook_DRAFT.pdf

Outcomes Assessment Cycle Changes – First Reading:

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Outcomes_Assessment_Cycle_Changes_First_Reading_5-3-22.pdf

6) OPERATIONS

a) Accreditation: Dr. Bridget Herrin thanked all who gave feedback for Draft 1 of the ISER which was shared at President's Cabinet two weeks ago. The Accreditation Steering Committee is gathering that feedback and continuing to analyze areas for which there are gaps in the evidence collection. They are working on draft 1.5 and will keep the feedback form open. A link is provided for all to respond to the areas for which they have expertise / special knowledge to review what is being said and make sure it aligns with what you know to be happening on campus. Also, if there are areas for which have good evidence, please share that with the Accreditation Steering Committee and your representative to make sure it is included in the ISER.

B. Herrin
ISER Feedback form:
<https://forms.office.com/r/Y9nBVvzpiG>

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

A. Hands

- 1) Last week Mesa College hosted the Scholarship Awards Ceremony and recognized 168 scholarship recipients. \$150,000 was given out in awards and it was special to be together in person. Thank you to all who were able to attend or serve as a donor and support our students in a variety of ways.
- 2) Student Services had a very successful online Career Services Fair, they used a new interactive platform. Kudos to Career for this innovation and to Ailene Crakes who posted some images about the new platform.
- 3) Student Services has some information out alerting the Community to let them know that our Pride Center is coming soon, such as flyers with QR codes. Some of the services that they are looking to provide in the Pride Center is a space to connect, academic career personal counseling, events including affirming workshops, LGBTQIA+ library, leadership opportunities, and more. Additional information will be shared to make sure the community knows what to expect and how to engage.
- 4) Student Services is excited that Mesa College is giving out almost \$650,000 in transportation grants to 3,245 students. They had originally agreed to do a much lower amount, but saw that the need was great and so they wanted to make sure that they can honor each and every student who submitted an application. Thank you to all for helping to promote that opportunity for students – each student is going to get \$200 starting this week.
- 5) They are in the process of distributing \$150 grants for disproportionately impacted students, in particular, black and Latinx who are participating in the ED plan Campaign. They have a lot of other financial support out there, such as the Basic Needs Center is reimbursing students who purchased bus passes, bookstore cards for people who have got their booster shot and for people who have completed a withdrawal survey. There

are many more campaigns going on but they are trying to make sure that Mesa is honoring our students for their time, their services, and their commitment to things that will help them with their retention.

6) In recognition of Foster Youth Awareness Month, the Fast Center and fostering academic success and transitions is hosting an open house so that the campus community can learn about services offered at Mesa College for students who have experienced foster care. This will be held on Friday, May 6, 2022, 1:00 – 3:00 p.m., K-101.

7) Dr. Hands acknowledged that Mesa College served as a sponsor for last week's Black Student Success Week which is sponsored by Equity Avengers led by Keith Curry and the State Chancellor's Office. Dr. Hands and Dr. Janue Johnson served as panelists throughout the week and also our Black Faculty Counseling Collaborative and Umoja Program also hosted several activities throughout the week.

8) Mesa College is hosting a Transfer Recognition for students who have experienced foster care, A Raza Graduation Ceremony was held last Friday, and today holding an EOPS and Special Program Achievement Ceremony and also hosting a variety of ceremonies for our Veterans, Asian/Pacific Islander students and other groups. The Transfer Center is trying to gather as much information on admitted students for their next steps event and the Transfer Recognition Spotlight video. If you know students who are transferring please direct them to the Transfer Center so that we can tell their story.

9) Commencement is just around the corner. Student Services is hosting a Grad Fest on May 4 and 5, 2022 where the graduates are receiving information directly. They are looking forward to seeing many of you at the Commencement ceremony where we can all celebrate the ultimate completion of our students. Dr. Hands thanked Student Affairs, Evaluations, Transfer, and Jacqueline Collins for all of the work that is going into making this event a possibility.

c) Instructional Updates: Dean Linda Hensley shared two announcements:

1) The University of California Office of the President announced that IGETC Ethnic Studies Area 7 received final approval last week. The Ethnic Studies requirement will begin Fall 2024. Therefore, Mesa College courses may need revision for Area 7 consideration and are awaiting the official UC core competencies and submission instructions.

2) The San Diego Mesa College chapter of Psi Beta has been recognized at the 2022 Western Psychological Association Psi Beta poster session as an award winner for outstanding research. This poster session highlights research by Psi Beta National Honor Society community college students across the western region of the United

L. Hensley

States. Students Nicola Schmelzer, Talia Westphal, Joseph Bennett, Darwin Buckner, Abel Pichardo and Nicole Smith presented on “The Relationship Between Problematic Social Media Use and Time Spent on Social Media: Exploring Neuroticism as a Moderator.” Their mentor was Professor Justin Estep (Psychology).

d) Administrative Services Updates: Lorenze Legaspi, Vice President of Administrative Services, gave the following updates:

1) Office 365 and the student email project is underway; the District had their first initial meetings with the vendor and the consultant that is going to help us out and so more to come including when this will begin.

2) Computer refresh assessments are underway right now depending on which computers are the oldest on campus and who needs them may be the first being prioritized through our technology committees.

3) BARC notifications had been sent out on both if you were funded from the BARC program this year as well if you were not funded. If you have yet to receive a notification, that means BARC is working on it to potentially have funding for next year.

4) Lorenze thanked the A/V team, the facilities crew, events and operations for the work supporting the events that have already occurred and the events that will occur. These efforts are significant; especially the first time having Commencement on campus in recent history which has been a heavy effort.

5) The new Classified Onboarding Program will be seeking out a coordinator. Depending on the person selected will determine if there is potential for over time, stipend or out-of-class and they will work with HR on the classification. After this meeting, he will be sending out a call to all classified professionals and will “cc” managers and supervisors for the person that could help create this onboarding structure for classified professionals and then they will work out with the department on the specifics to make sure that we have the right person from our community to help create the new classified onboarding program.

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

L. Legaspi

Howard Eskew, Marisa Alioto

Academic and Career Pathways (ACP) Descriptions:

Presentations of the final drafts of the edited descriptions of our Academic and Career Pathways (ACPs) at the Dean's Council and the Committee on Chairs. Any minor edits and feedback has been requested by 05/06/22. We hope to have final versions of these ACPs published by the end of the semester.

Student Success Teams Project Team (SST):

The SST project team is currently having discussions on the structure of the student success teams. Identification of core data metrics, which align with the Mesa 2030 Plan have been preliminarily identified and presented to MPC.

The Student Success Teams project team is reviewing the results of the Student Success Teams Interest Form/Survey which will inform what ACP will be piloted as well as the composition of the SST.

CCCApply Majors and ACPs:

Susan Topham and Victor Devore visited the Mesa Pathways Committee (MPC) on April 13, 2022 to demo drop-down options that enable students to select their major via our Academic and Career Pathways (ACPs) when students apply to Mesa online through CCCApply. Instead of selecting a major from a long, alphabetical list, students would instead be able to select an Academic and Career Pathway (ACP) from a dropdown menu, and from there, select a major that falls under the selected ACP. MPC endorsed moving forward with this update in CCCApply and it is anticipated that these updates will go live in Fall 2022.

Pathways Fellows:

The Pathways Fellows, under the leadership of Trina Larson and Dani Perez Padilla, have created a retrospective video that will showcase the past five years of Pathways work, including the evolution of Pathways at Mesa, highlight projects and accomplishments, and promote the future of Pathways at Mesa College. This video premiered at the April 19, 2022 PCAB meeting.

Watch the video here:

<https://www.youtube.com/watch?v=QoTN9NiKE1o>

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.

Next MPC Meeting: Our next MPC Meeting is scheduled for Wednesday, May 11, 2022, 12:45 - 2:15 pm. The meeting is a hy-flex and the face-to-face meeting will be in LRC 435.

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

7) ACTION ITEMS:

Classified Hiring Priority (CHP) List: Second Reading
Outcomes Assessment Cycle Changes: Second Reading

Announcements:

Calendar:

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 1st Read (Legaspi); District Strategic Plan Consultants and PIEC (Meeting will be held 2:15 – 5:15 p.m.)

4-5-22: BARC (L. Legaspi – 2nd 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); Outcomes Assessment Cycle Changes: Second Reading (B. Herring); meeting followed by Campus Celebration.

Chat:

Katie Palacios to Everyone 03:01 PM

CEER reg: https://docs.google.com/forms/d/e/1FAIpQLSdJDLK9piyGTA0k-nwNfbNUQc-4S36XgWqE_qjDBVRRmxGwZg/viewform

Janue Johnson to Everyone 03:27 PM

LOFT Infographic

<https://drive.google.com/file/d/1VfspX4bL1oO5n1OmbMU6EgToa0neyjrL/view?usp=sharing>

Vision Resource Center: https://drive.google.com/file/d/1NpHZlvjcNXLVq1HYWg9BYJjG8Dbed_Nn/view?usp=sharing

Bridget Herrin (she|her) to Everyone 03:37 PM

ISER Feedback form: <https://forms.office.com/r/Y9nBVvzpiG>

ISER Draft (you will need to sign in):

<https://sdccd0.sharepoint.com/:b:/s/AccreditationSteeringCommittee/EZPhwhA4HdJHrgLg7Tyzj8EBtC8n2jof6xovLbYGJZNTdg?e=mOI0b1>

Victoria Miller to Everyone 03:38 PM

FAST CENTER OPEN HOURSE on Friday, May 6th 1-3pm K-101

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>