

# SAN DIEGO MESA COLLEGE

## President's Cabinet

June 23, 2020 | 2:00 p.m. | Zoom

<b>1) CALL TO ORDER: President Pam Luster</b>	
<b>2) PRESIDENT'S REPORT</b>	
<p>Campus and District Updates: President Pam Luster stated that there is now a State budget and it is better news than we had in the May revise. Chancellor Carroll will send her budget message this afternoon; the deferrals are very large and, even though we have escaped some cuts this year, we will still have some challenges in the coming years and will remain in a belt-tightening mode. VPA Legaspi added that we are tightening our own budget; the great news is that the State did not cut categorical and Strong Workforce, however deferrals mean that they will not give us the cash right away and we will be looking at potential cash flow concerns at the district-wide level. SDCCD has a \$20 million gap that will need to be addressed.</p>	<p>Pam Luster, President</p>
<b>3) STANDING REPORTS - GOVERNANCE</b>	
<p>a) Associated Students: AS President, Taylor Carpenter, reported that she looks forward to being a part of the discussion committee on academic honesty.</p>	<p>Taylor Carpenter, President</p>
<p>b) Classified Senate: CS President, Charlie Lieu, reported the following items: 1) Classified Senates from City, Miramar, Continuing Education and Mesa issued a joint statement against racism to the Board of Trustees last week, 2) CS invited the Classified Equity Taskforce to their Senate meeting last week and discussed upcoming workshops for classified professionals and an opportunity to come together to talk and share ideas. They will let the Equity Taskforce guide them in this work, 3) CS is in the process of assisting District in administering the Classified Employee of the Year award. This is a peer-to-peer award; nominations and voting is restricted to non-supervisory classified employees. They are currently accepting nominations through Friday, June 26 and voting will be on June 29 – July 26. This is the first time CS is rolling out the award on behalf of the District and as well as holding the nominations electronically. An update will be provided at the next President's Cabinet meeting.</p>	<p>Charlie Lieu, President</p>
<p>c) Academic Senate: AS President, Manuel J. Vélez, reported that he met with Claudia Perkins and Dean Vicki Miller on academic honesty.</p>	<p>Manuel J. Vélez, President</p>
<b>4) SPECIAL REPORTS</b>	
<p><i>No special reports at this meeting.</i></p>	
<b>5) OPERATIONS</b>	
<p>a) Instruction Update: Vice President of Instruction, Isabel O'Connor, reported that an email was received</p>	<p>Isabel O'Connor, VP Instruction</p>

with guidance from the Chancellor's Office in regards to AB 705 implementation for English as a second language (ELAC). The implementation has been postponed for a year and additional time was given to validate the guided self-placement for English and math with a new deadline of December 30. Dr. O'Connor stated Mesa College is ahead of the game under the leadership of Chris Sullivan and Linda Hensley who developed a self-guidance placement tool for ELAC that Mesa College will start using this semester. Dr. O'Connor stated she has not had time to fully review the email since it was only received an hour ago but did not believe anything has changed with the ELAC guidelines and it is only a postponement of the timeline. She added this will be discussed at the Wednesday morning weekly webinar as well as dual enrollment and she encouraged all to attend the webinar.

On campus, summer classes are in full swing; student were brought back to campus who are in the "in progress" courses from the spring (culinary arts and Allied Health.) Dr. O'Connor thanked the faculty, deans and administrative services, particularly Jacqueline Collins for their work in making this possible. Dr. O'Connor stated reports from the field for the past two days stated that things are progressing well and we are learning a lot through the experience; a debrief meeting will be held tomorrow morning.

VPI O'Connor shared that the fall schedule is now live and students with priority registration started yesterday. All accounts indicate that there is great demand and a huge increase in registration appointments.

b) Student Services Update: Vice President of Student Services, Ashanti Hands, shared the following items:  
1) Student Services Department has been working to make sure that the students know how to register, enroll in classes, receive support for navigating the class registration process in the MySDCCD portal and have individuals for them to talk to with their questions to make sure they are taking the right classes. Outreach, Assessment Counseling and Admissions have collaborated to host Fall 2020 Reg Fest sessions. For June, they are hosting five sessions and all have reached maximum capacity – 100 students per session. They will be scheduling some July sessions.

Dr. Hands stated information was sent on the launch of the Summer 2020 CARES Act awards application. \$500 grants to 500 students will be given this summer through CARES Act funding; there will also be funding for fall and spring. Funds were also received from United Way of San Diego which were given specifically to help support students who are not eligible for CARES Act funding. Those awards were already preset at \$200 and

Ashanti Hands, VP Student Services

there are about 480 awards to give to non-US citizens, undocumented students, and non-high school graduates. Priority will be given to students who attended Mesa College in the spring and those taking summer courses. That application deadline is June 30, 2020 and the information has been sent to social media and is available on the website; Dr. Hands asked to please encourage students to apply.

VPSS Hands stated that many of the student services departments, including student health services and the black counseling faculty collaborative, are continuing to create spaces for black students, all students, student services, faculty, staff, student workers and administrators. These are opportunities to create space for us to heal, discuss race, discuss resilience and how to support our African American students. Several sessions are being held on an ongoing basis.

Dr. Hands recognized Student Health Services for helping our students come back to campus by providing medical clearance for the dental assisting students, and also working with Allied Health to continue to collaborate to provide physicals, vaccines and medical clearance to ensure that they are able to perform clinical hours for fall.

VPSS Hands stated they received some corrective actions from the Department of Defense Voluntary Education Institutional Compliance Program in regards to our Veterans. She is happy to share that Admissions and the Dean of Student Development, Ailene Crakes, worked very hard to submit the corrective actions which have been reviewed and accepted.

Dr. Hands stated she is thankful for Financial Aid who have coordinated in-person check distributions; they have delivered over 100 checks to students that could not be mailed. Financial Aid has been piloting the direct deposit process and she is hopeful that we will be able to shift to direct deposit.

EOPS and Borderless Scholars are partnering with community resources and participating in workshops to help the community understand the Supreme Court decision on DACA and to make sure that our students and community know the resources available. Dr. Hands thanked Director Leticia Diaz who has been doing a lot of work in that area.

Dr. Hands stated a partnership with Student Affairs and Manuel J. Vélez, Terry Kohlenberg, Taylor Carpenter and additional faculty was created and they have developed an academic honesty support survey. This survey will be circulated within the next two weeks and all faculty are encouraged to complete the survey so that

faculty support may be provided as Mesa College continues to serve students in a remote learning environment.

Dr. Hands shared that Mesa College will be celebrating the achievements of our graduates on July 17, 2020 with a virtual commencement ceremony at 10 a.m. On July 15, 2020, between 9 – 11 a.m., Mesa College will celebrate our graduates with a graduation parade.

c) Administrative Services/Facilities Update: Vice President of Administrative Services, Lorenze Legaspi, reporting the following items: 1) thank you to Jacqueline Collins and Matt Faye as well as the faculty and deans working to support the spring “in-progress” courses being held on campus this summer, 2) VPA Legaspi stated they are starting with the San Diego County reopening plan as guidelines for what it will look like for faculty and staff to return to campus and it will be reviewed with the District Office. A survey was sent two weeks ago and they are compiling the data to determine next steps. When the State’s guidelines are received, they will review the fall courses that are scheduled to be on-campus and use the lessons learned from the current courses on campus, 3) Currently there is no timeline or plans for when staff and faculty will be coming back on to campus. VPA Legaspi thanked the Classified Senate for sending out their survey for what their needs are to continue working off-campus, 4) A survey was sent out regarding the CARES Act to get feedback on how to spend the MSI (Minority-Serving Institution) portion, 5) The San Diego Foundation funds received from the San Diego Foundation for technology have been used to order laptops and hotspots and they are on their way so that we get technology in the hands of our students.

Vacant Position List: President Pam Luster stated vacant and SERP positions are being forwarded for elimination. Dr. Luster stated two things occurred to form this list: 1) an early retirement incentive and, 2) a list of vacant positions that have been held open because of the hiring freeze. Last year there was a \$30 million deficit; that gap was closed quite a bit by not hiring these positions; however, these are one-time savings unless the positions are eliminated. Dr. Luster stated that Mesa College is going to be left with some difficult staffing situations in some areas on our campus which we will work through with each of the managers as these move forward.

The Vacant Position List was shared onscreen; Dr. Luster noted that on top of the list are the restricted positions; if a restricted position is eliminated it is because it is not funded or the restricted area has decided not to fund it going forward. There is a much longer list of unrestricted positions that were generated

Lorenze Legaspi, VP Administrative Services

Vacant Position List

[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa\\_College\\_Vacant\\_Positions\\_asof\\_6.23.2020.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa_College_Vacant_Positions_asof_6.23.2020.pdf)

from vacancies and SERP positions. In terms of unrestricted, there are a number of positions that are being recommended to be eliminated in different areas, both classified and faculty positions.

The faculty positions do not have an area of assignment because when faculty retire, they are not kept in that same area except in special cases. There are also some counseling positions, and the Dean of Institutional Effectiveness position is being eliminated as well as some LRC positions.

The current vacant positions that are being held right now have several in restricted areas funded by either categoricals, federal grants, or programs that are not taking cuts.

In unrestricted, Mesa College was able to keep three ILTs in the sciences, an unrestricted position in financial aid, and the faculty positions in dental assisting and medical assisting because those are both externally accredited programs which must be replaced or we do not have accredited programs in those areas.

This list, as well as the lists from the district and our college counterparts, will be presented at the July board meeting to be removed from the table of organization.

VPA Legaspi stated another impact is this might affect the out-of-class assignments for the people who are backfilling the eliminated positions.

Dr. Luster added that they have asked for a delay in any penalties that would come from the faculty obligation number not being met during this time of extreme constriction. Mesa College has always been 50-60 positions over our faculty obligation number as long as she has been with the district.

President Luster stated there is a one-year adjustment the districts are given to hire; after the first and second quarter are reviewed and the impacts are known from the State from the property and personal income tax, Mesa College will start to look at 21-22 budget and review the faculty obligation number. This will most likely occur around November/December or after the January Governor's budget when we can make a determination if we would open positions. If that occurs, we would use the Faculty Hiring Priority list and Classified Hiring Priority list and would work towards those numbers. The only exception to that would be if someone leaves from a position that has safety features.

**President's Announcements:**

President Luster shared the next Campus Community Forum will be Thursday, July 9, 1-2 p.m.

A group of 20 participated last week in a discussion on race with the Senate on Race and Equity at USC. They will be assembling that group to discuss the dialogue and moving forward in terms of our work in racial equity.

Dr. Luster shared Culinary Arts has been sending emails on purchasing lunches. Emergency funds are being used to distribute the culinary lunches as pick-up meals for students. President Luster thanked Johanna Aleman for organizing this project.

The next President's Cabinet is Tuesday, July 14, 2020, 2:00 p.m. via Zoom format.

**Calendar:**

July 15: Graduation Parade, 9 – 11:00 a.m.,

July 17: Virtual Commencement, 10:00 a.m.

August 13: Convocation

November 12: Mesa College BOT Campus Meeting

**Board of Trustee Fall 2020 Semester Meetings - Dates/Deadlines for Agenda Items:**

July 16, 2020 (June 25)

August 27, 2020 (August 26)

September 10, 2020 (August 20)

September 24, 2020 (September 3)

October 8, 2020 (September 17)

November 12, 2020 (October 22) *Held at Mesa College*

December 17, 2020 (November 25)