

# SAN DIEGO MESA COLLEGE

## President's Cabinet

September 15, 2020 | 2:15 p.m. | Zoom

### 1) CALL TO ORDER: President Pam Luster

### 2) PRESIDENT'S REPORT

Campus and District Updates: President Pam Luster opened the meeting by congratulating Dr. Susan Topham who has been selected as the SDCCD Vice Chancellor of Educational Services and will begin on November 1, 2020. Dr. Luster stated the President's Cabinet meeting today will continue the work addressing racial inequality following the governance, institutional committee, and operational reports.

Pam Luster, President

### 3) STANDING REPORTS - GOVERNANCE

a) Associated Students: Associated Students (AS) President, Taylor Carpenter, reported the following:

- 1) AS is holding conversations on projects and how they will continue in a remote status instead of holding meetings and events on campus.
- 2) A training was held yesterday for the AS Senators on how to write bills and resolutions.
- 3) AS has filled many of their positions with only one or two remaining to be voted in.
- 4) Taylor stated she will be assigning students to governance committees this week; she sent an email on 9-14-20 about assigning students and stated she has received a lot of responses and asked everyone to contact Associated Students if their committee has any changes such as new leadership and new meeting dates/times.

Taylor Carpenter, President

b) Classified Senate: Classified Senate (CS) President, Charlie Lieu, reported the following:

- 1) CS is embarking on a professional learning theme this academic year to find opportunities to improve work skills, learn new technology and also acquire new equity mindsets and practices.
- 2) CS invited Katie Palacios to their last meeting and she spoke on the Mesa Buddies Program and attendees received some great insight on this successful program and also strategies that could be implemented going forward. CS will be providing some workshops to classified professionals.
- 3) At the last CS meeting the attendees discussed the proposed COVID-19 contract changes and its impact on classified professionals, including the educational incentive and the ability for classified professionals to move up on the salary scale.
- 4) CS will roll out a professional learning incentive program; they are in the final stages of planning and Charlie will provide an update at the next President's Cabinet meeting.
- 5) CS is in discussion on the importance of establishing community this year. They are creating a "Classified Spotlight" that will showcase two classified professionals

Charlie Lieu, President

<p>each month and speak on their unique skills and the work that they do. Charlie stated to send him any recommendations you have for staff that you would like to be featured.</p>	
<p>c) Academic Senate: Senate President, Manuel Vélez, reported the following:</p> <p>1) AS met yesterday; a resolution will be presented by Chicano Studies and Black Studies on the ethnic studies requirement. Also being discussed are changes to the board procedures in regards to credit for prior learning.</p> <p>2) On Friday, September 11, the first session of the Academic Senate Open Forums was held on academic integrity in a distance education format. This was open to all faculty and about 24-25 attended. There was a presentation on proctoring software and faculty were given the opportunity to ask questions and compared two proctoring software and shared concerns about how some of these systems have issues with face recognition with students of color and how some of the software tends to be punitive. Manuel stated he would like to encourage students' voices on proctoring software to get their perspective. There are two additional forums; one is scheduled for October 9, 2020 and Manuel asked Taylor Carpenter for her assistance in inviting students to that forum. The goal of Academic Senate is to make a recommendation to the district in regards to proctoring software.</p> <p>3) Manuel stated AS is reviewing their constitution and reviewing areas that are vague and to clarify them. They are also looking at committee assignments and what is the current process for that; such as which faculty are the committee chairs and how the chairs are chosen for specific committees under Academic Senate. A joint Chairs/Deans meeting will be scheduled.</p>	<p>Manuel J. Vélez, President</p>
<p><b>4) INSTITUTIONAL COMMITTEE REPORTS*</b></p>	
<p>a) Environmental Sustainability Committee: Dean Leavitt, co-Chair of the Environmental Sustainability Committee, shared an update on the purpose and goals and the committee representation. He asked the members of President's Cabinet to review the proposed changes to the committee's policies and procedures that they have reviewed and were approved by the members of the ESC at their July 2020 meeting. President Luster stated this is a first reading of this document. Members of President's Cabinet are asked to review this document with their constituent groups, and forward any questions to the committee's Co-Chairs, Leslie Seiger and Dean Leavitt.</p> <p><b>Action item:</b> A second reading will be presented at the October 6, 2020 President's Cabinet meeting.</p> <p>b) Program Review Membership Revision Proposal: Bridget Herrin, Acting Dean of Institutional Effectiveness, presented a Program Review Current Membership and</p>	<p>D. Leavitt  ESC Presentation: <a href="http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/ESCreport_Pcab_9-15-20.pdf">http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/ESCreport_Pcab_9-15-20.pdf</a></p> <p>B. Herrin  Program Review Membership Revision Proposal: <a href="http://www.sdmesa.edu/about-mesa/office-of-the-">http://www.sdmesa.edu/about-mesa/office-of-the-</a></p>

Membership Proposal. This is the first reading of this proposal which the Planning and Institutional Effectiveness Committee is bringing forward for review and recommendation for approval.

**Action item:** A second reading will be presented at the October 6, 2020 President's Cabinet meeting.

[president/presentation-documents/Program\\_Review\\_%20Membership\\_Change\\_Proposal\\_Pcab\\_9-15-20.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Program_Review_%20Membership_Change_Proposal_Pcab_9-15-20.pdf)

## 5) SPECIAL REPORTS

*No special reports at this meeting.*

## 6) OPERATIONS

a) Student Services Updates: Vice President of Student Services, Ashanti Hands, shared a presentation with student services updates and information which included the following:

1) The CAREs Act and United Way Financial Assistant grants applications are now open for Mesa College with a deadline of September 28, 2020, 5:00 p.m. There will also be a second rollout of applications. The grant available through United Way is for students who are currently enrolled in Fall 2020 classes. Eligible students received messages and emails from the District and the grants are also being promoted on social media and the Student Services website.

2) Information was sent on professional learning opportunities through a program called *Innovative Educators*. There is a special information page for Mesa College and all of the resources are free to Mesa employees, faculty, staff and students (a flex number is available).

3) The Olympian Pathways prototype program has hired Athletic Retention Technicians (a directory of names is on the presentation slide as well as the trainers and the schedule for September 17-18, 2020.) This is a partnership of instruction and student services with support from Institutional Effectiveness and Business Services, to work together to make sure that Mesa's student success rates for athletes remains high and that they have the support they need.

b) Administrative Services / Facilities: Vice President of Administrative Services, Lorenze Legaspi, shared the following updates on Administrative Services, Facilities and Mesa 2030:

1) VPA Legaspi will send information on how many NANCEs have been approved for hire and will request budget estimates from the managers and supervisors in advance of the next BARC (Budget and Resource Allocation) meeting. There will be no resource allocation due to the current challenging budget, however BARC will be discussing the relief funds that have been received and how they intend to use them, including the COVID support for our students, faculty and staff.

2) There will be an update to the facilities' portal and a

A. Hands

VPSS Report to Pcab: [http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/VPSS\\_Hands\\_Pcab\\_9-15-20.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/VPSS_Hands_Pcab_9-15-20.pdf)

L. Legaspi

training will be scheduled with an invite to all the event planners, managers and supervisors. This will focus on the scheduling of virtual events this academic year so that they are placed on the event calendar to coordinate schedules, communication and marketing materials.

**Action item:** A second reading of the Facilities/Safety Committee Proposal will be presented at the October 6, 2020 President's Cabinet meeting.

c) Mesa 2030: A meeting will be held following today's President's Cabinet to discuss future goals for the next ten years. An email will be sent from the task force representative on how everyone can contribute their thoughts on the ten-year goals. There will also be a Mesa2030 campus, community and student surveys and focus groups as well as department interviews. Mesa2030 and its process will be one of the presentations at the November 12, 2020 Board of Trustees meeting during the Mesa College Campus presentation.

d) Instructional Updates: The Vice President of Instruction, Isabel O'Connor, shared the following updates:

- 1) VPI O'Connor welcomed Kevan Aguilar, a path fellow from the University of California, San Diego who will be working at Mesa this year with faculty in the Humanities School and Dean Hensley.
- 2) Instruction continues to work on the Spring 2021 schedule which is challenging due to budget concerns.

e) Mesa Pathways: Toni Parsons, one of the Mesa Pathways Committee Tri-Chairs, shared an update that they are holding a Mesa Pathways Retreat this Friday which will include data that is being presented today on addressing racial inequality and the challenges of the COVID pandemic. Also, a new group was formed to build a partnership with Continuing Education and the initial meeting was held last Friday and they will meet again in October. There will be a presentation to the Guided Pathways Regional conversation tonight by Ailene Crakes and Ryan Shumaker presenting alongside Bakersfield Community College on their student success teams. Mira Costa will also present on their completion teams and Mesa will share on the support for athletes. Toni also shared that there will be flex activity conversation on mid-majors this semester including discussions on credit for prior learning and career planning. They will be talking about the Long Beach Community College curriculum audit and if this is something that might adapt to Mesa College. Toni announced they hired their first pathways fellow, Daniela Perez; she is a returning alumni who got her degree in ethnic studies and a minor in math.

L. Legaspi / B. Herrin

I. O'Connor

Marisa Alioto, Howard Eskew, Toni Parsons

f) Addressing Racial Inequality: Our Focus on Anti-Blackness: Bridget Herrin, Acting Dean of Institutional Effectiveness, presented a discussion and breakout room workshop on the continuing discussion of addressing racial inequality. The workgroup portion included a Padlet exercise with group participation.

B. Herrin  
Addressing Racial Inequality: Our Focus on Anti-Blackness document may be found on the President's webpage at:  
[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/FallLeadershipRetreatDataHandout\\_Pcab\\_9-1-2020.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/FallLeadershipRetreatDataHandout_Pcab_9-1-2020.pdf)

### 7) ACTION ITEMS:

10-6-20 Pcab Meeting:

Second Reading of Facilities/Safety Committee Proposal

Second Reading of Environmental Sustainability Committee Proposal

Second Reading of Program Review Membership Revision Proposal

### Calendar:

September 21, 2020: 2:30 – 4:00 p.m., Chancellor's Forum (Virtual)

November 12, 2020: 4:00 p.m., Mesa College BOT Campus Meeting (Virtual)

**Fall 2020 Pcab Meetings: 9/1, 9/15, 10/6, 10/20, 11/3, 11/17, 12/1**

#### \*INSTITUTIONAL COMMITTEE REPORTS:

Sept. 15, 2020: Environmental Sustainability Committee (Leslie Seiger / Dean Leavitt)

Oct. 6, 2020: BARC (L. Legaspi)

Oct. 20, 2020:

Nov. 3, 2020: Honors (Rosiangela Escamilla, Ranmali Rodrigo), Tutoring (Mark Manasse)

Nov. 17, 2020: PIEC (B. Herrin); *Tentative: HSI / Equity / Professional Learning (L. Lopez, L. Maxey and J. Johnson)*

Dec. 1, 2020: Mesa Pathways and Mesa 2030 end of semester presentations