

# SAN DIEGO MESA COLLEGE

## President's Cabinet

September 20, 2022 | 2:15 – 3:45 p.m. | LRC 435

### 1) CALL TO ORDER: Ashanti Hands, President

### 2) PRESIDENT'S REPORT

a) President Ashanti Hands opened the meeting and stated she has attended many events and has seen the sense of community being rejuvenated. She shared she appreciates everyone for leaning in for what can be a discomfort as we return and breathing life back to the campus.

#### District and Campus Updates:

a) Enrollment update will be shared by VPI O'Connor. Discussions will be held at the District level, including the strategic enrollment and dates for that will be scheduled. There is currently a shell of a District plan that will need some specifics woven into it and the colleges will be helping to support those efforts.

b) Student emails were rolled out; more on this topic will be shared by Larry Maxey.

c) There is a proposal on the table, a Soft-doc, District-wide proposal, and VPA Legaspi will share on that topic. This will allow us to be able to move our transcript evaluation process forward more quickly and allow access for people to have documents at their finger-tips. Soft-doc will allow us to do move documents forward without having to send it through several emails for signatures.

d) Listening and Learning Tours: Dr. Hands has attended several of these discussions and she thanked all those she has met with so far that opened up their spaces for her. There are already themes emerging around some barriers that exist as well as how different areas are breathing life into equity and excellence. The departments enjoy having these conversations amongst themselves and it was nice to see the interactions.

e) Dr. Hands announced that VPI O'Connor was just appointed as the CIO representative on the Common Course Numbering Taskforce at the statewide level.

f) Dr. Hands shared a story about one of the San Diego Mesa College athletic trainers, Yuki Matsuzawa, a certified athletic trainer, who helped save the life of a 66 year old athlete who collapsed on the field after his event during the annual Senior Games Track Meet held on campus at Merrill Douglas Stadium this past weekend. A few of our own Mesa College student athletes also assisted. Sidney Garcia and Azucena Hernandez immediately called 911, and ran to get Yuki, the ATC for the event, for additional medical aid. Upon arrival, Yuki checked for responsiveness; the man was initially breathing but disoriented and barely responsive. While trying to get more information and communicate with the man, Yuki noticed that he had stopped breathing and no longer had a pulse. Yuki immediately applied the AED and began chest compressions for

Ashanti Hands, President

CPR, and ensured that EMS personnel were on their way from the previous 911 call. Yuki continued CPR for one minute until the AED advised for a shock, which Yuki applied and continued CPR for another minute until the man began breathing again and regained consciousness. Coach Sean Ricketts and others followed our Emergency Action Plan and helped guide the paramedics and firefighters through the gates and onto the track. The EMS crew transported the man who is recovering at Sharp Hospital. Yuki Matsuzawa's swift actions and emergency medical training as a Certified Athletic Trainer undoubtedly saved this man's life. Yuki, along with the student-athlete volunteers, have been commended and recognized for their quick response and high-level medical care provided.

Dr. Hands stated she met with the students today and acknowledged their actions and also gave a shout-out for all of the athletic trainers who brought on extra people who were trained; this choice and their presence and presence of mind resulted in someone being alive today.

### 3) STANDING REPORTS - GOVERNANCE

a) Associated Students (AS): Associated Students Vice President, Husnia Ahmadi, gave the following updates:  
 1) AS applications were due on September 6 and they elected seven new senators.  
 2) AS is planning for Homecoming that will be held on Saturday, October 22, 2022 including a tailgate party that will be held on October 17, 2022. The Tailgate party will have *My Little Carnival* which is a company that sets up carnival booths and games and provide free food for the first 200 students. The goal of these events is to build community with the athletic students and also to bring the campus to life again following COVID.  
 3) Club Rush is being held this week and so far it is a great success. Students received \$100 if they explored clubs and received three stickers.

Husnia Ahmadi, AS Vice President

b) Classified Senate (CS) Classified Senate President, Sahar King, gave the following updates:  
 1) CS sent out nominations for vacancies on the Senate; the election will be sent out this coming Monday.  
 2) CS is creating an event for Homecoming on October 17 – 22, 2022 and a flyer will be sent to all the departments to include office decorations contest. There will be a \$50 gift card for the 72Fifty restaurant and also a gift basket.  
 3) A CS meeting will be held on 9-22-22 at which the Classified Professional Onboarding Team will present.  
 4) On 10-13-22 CS is holding their listening tour with President Hands.  
 5) On 9-21-22, Sahar will meet with the Chancellor as the Mesa representative at the DGC.

Sahar King, President

<p>c) Academic Senate (AS): Academic Senate President, John Crocitti, gave the following updates:</p> <p>1) The first fall meeting was held this week and President Hands attended.</p> <p>2) AS introduced two items at their meeting; one is a compliance with AB 361 Brown Act waiver, and the other is the new rubric that will be used for FHP, CHP, and BARC. The senators will review the next two weeks and discuss with their constituents and bring it back for a vote next Monday so that it will be ready to present at President's Cabinet.</p> <p>3) There was a discussion related to curriculum, AB 928, and the unified GETC CSU-GB transfer pattern, and also minimum qualifications related to Ethnic Studies. They have asked Juliette Parker, articulation officer, to attend the next Senate meeting on Monday.</p>	<p>John Crocitti, President</p>
<p><b>4) INSTITUTIONAL COMMITTEE REPORTS</b></p>	
<p><i>No Institutional Reports at this meeting.</i></p>	
<p><b>5) SPECIAL REPORTS*</b></p>	
<p>Spotlight on Equity and Excellence: "Professional Learning and Anti-Racism training for Administrative Services"</p>	<p>Lorenze Legaspi, VPA Carla Grossini-Concha, Administrative Assistant V</p> <p>Canva Link: Administrative Services: Our Professional Learning Story <a href="https://www.canva.com/design/DAFMazyGkBg/eBX4dPi0cbu61KUcLA8ejQ/view?utm_content=DAFMazyGkBg&amp;utm_campaign=designshare&amp;utm_medium=link2&amp;utm_source=sharebutton">https://www.canva.com/design/DAFMazyGkBg/eBX4dPi0cbu61KUcLA8ejQ/view?utm_content=DAFMazyGkBg&amp;utm_campaign=designshare&amp;utm_medium=link2&amp;utm_source=sharebutton</a></p> <p>President's Cabinet Documents Webpage Link: Administrative Services: Our Professional Learning Story <a href="https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Spotlight_Professional_Learning_and_Anti-Racism_training_Administrative_Services.pdf">https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Spotlight Professional Learning and Anti-Racism training Administrative Services.pdf</a></p>
<p><b>6) OPERATIONS</b></p>	
<p>a) Instructional Updates: Vice President of Instruction, Isabel O'Connor, shared the following information:</p> <p>1) Dr. O'Connor called on Dean Leslie Shimazaki to speak on an event last week. Dean Shimazaki shared that they were approached by the San Diego County Office of Education in the spring semester about their desire to breathe life back into their Arts Empowerment Mega Conference which is something that has been historically provided from the entire County typically in Balboa Park prior to the pandemic. They wanted to roll this event back out partly remote and partly face-to-face and they reached out to three regional community colleges, including Mesa College. The co-coordinated the face-to-face portion on the theme <i>Equity in the Arts</i> –</p>	<p>Isabel O'Connor, VPI</p>

*Common Unity* and they had faculty from fine arts, drama, dance, and music submit and had presentations accepted. It was a wonderful opportunity for Mesa College to showcase via the Conference to the K-12 arts educators so that they can see what great hands they will be passing their students off to in fine performing arts programs.

2) Acting Math+Science Dean Jennifer Carmichael shared information on the Caffeine with the Chemists event led by Dr. Amanda Fusco, Bill Brothers, and Danica Moore (who built an amazing coffee cart). The event will be Wednesdays from 9:00 – 9:30 a.m. and Thursday from 2:20 – 2:40 p.m. at the 4<sup>th</sup> floor of the Math+Science building.

3) Mesa Pathways collaborated with Dean Vicki Miller on Club Rush and there were many students engaged with Club Rush and particularly in Guided Pathways where they had a chance to showcase Mesa's academic and career pathways.

4) Enrollment Management: Mesa College is in week 5 and passed the first census date for the full-term classes. Mesa College is holding steady at over 18,000 headcount. There is strong demand for 10 week, 12 week, and second 8 week classes. They have added some sections in areas such as English and Chicano Studies and they have been filling quickly. They also added a class for the CCAP offerings (Psychology department at Pt. Loma). All of the analysis from enrollment management is guiding the preparation in schedule-building for spring 2023 which is currently underway. The schedule will be going live on October 17, 2022.

5) On Friday, September 16, 2022 the Enrollment Management Planning kickoff was held and they had a great response from the campus with 60 volunteers who formed 7 workgroups. Dean Pearl Ly and Donna Budzynski coordinated the event which is a long journey which will end in May with an Enrollment Management plan that is built around the institution. A webpage was developed by Ailene Crakes and will post all the work from each workgroup. The workgroups will be reaching out to the campus to get input.

6) Credit for Prior Learning (CPL): Dr. O'Connor organized a group 1 ½ years ago, CPL Champions, which allowed Mesa College to progress. The District is interested in coordinating the work from all the Colleges and they will be going out for Strong Workforce Regional funding to finance building the infrastructure with a CPL Coordinator and considering how to compensate and set up the work initially. The District built a website and Dean Shelly Hess stated they were professionally borrowing a lot of the ideas from the Mesa CPL Champions workgroup.

b) Student Services Updates: Acting Vice President of

Larry Maxey, Acting VPSS

Student Services, Larry Maxey, shared the following information:

1) A first draft of the U.S. Department of Education Basic Needs Grant has been created in advance of the early October deadline. Data from a survey noted that many students are unaware of the resources we provide in terms of basic needs. They are trying to strengthen the foundation further and embed basic needs into the campus culture and better communicating to our students on all the resources that are available to them across the campus. This includes building up our food reserves because they are finding that our students are going through the reserves at a higher rate than anticipated.

2) The Success, Equity, and Transformation (SET) Committee had their first meeting this past Friday and focused on 2022 Equity Plan. Dr. Ailene Crakes shared that an update was provided at this meeting on the status of the Student Equity Plan draft which is also being reviewed by Pathways for feedback. There will be a pandemic acknowledgement statement. Acting VPSS Maxey added that they are working with research to identify the disproportionately impacted groups and be strategic in targeting those groups.

3) The District initiated the "Motimatic" Campaign which is a digital recruitment tool that can be used to in-reach to Mesa students and specifically to encourage students to do something we need them to do. For example, a Motimatic Campaign was done across the District for students who completed their application but did not enroll in classes. As a result, they saw an increase in 600 enrollments as a result of that campaign. Last week a campaign was rolled out for financial aid to encourage students to complete their FAFSA.

4) Student emails are fully live; when the District and colleges transitioned to 365 it automatically provided a District email account to every student. This was a slow rollout by the District; they have been working with the campuses, starting with Miramar, then Mesa and City. It will not be until spring that we will see the integration of our systems using those emails as communication sources for students. At some point, we will only be using the email that has been assigned by the District.

5) Larry thanked those who support the spaces for students; Ailene, Pearl, Jacqueline, Patty, Lorenze, facilities and all those who are involved that support building community for our students as well as student success and retention.

6) The annual SDICCCA Fellowship training will be held this Friday. The Fellows are given insight on student services responsibilities and functions.

c) Administrative Services Updates: Vice President of Administrative Services, Lorenze Legaspi, provided the following information:

Lorenze Legaspi, VPA

"Who to Call" Safety and Facilities Presentation on contacts for Facility and/or Operations Issues:

1) The Board of Trustees at their last meeting approved the adopted budget. That presentation is on the SDCCD YouTube channel; an abbreviated version will be presented at BARC where they will discuss the budget allocation model (how the District gets funds from the State) and the campus allocation (how the College gets funds from the District).

2) The State Chancellor's Office is hosting a Student-Centered Funding Formula resource estimator webinar on Thursday and Lorenze will send that out to those serving on BARC.

3) At the Administrators' meeting on Monday, VPA Legaspi shared the HEERF request form, outreach, and retention form, as well as the allowable expenses; these documents will be included with these President's Cabinet notes.

4) Lorenze will be sending information on the Sam.gov vendors' policy: federal funds now need to be registered through the system. HEERF, HSI, ANNAPISI funds and any other federal funds will be required that the vendors be part of the Sam.gov.

5) The Safety and Facilities Committee met last Thursday and created a "who to call" informational document. The document has the information on when to call facilities, when to call operations, when to call OSHA, and when to call the college police. Some incidences are combined where multiple groups need to be notified.

d) Mesa2030: Blythe Barton shared information on the Mesa2030 Facilities Planning Taskforce that has been moving forward and working to incorporate voices of all constituents across campus for facilities growth and planning. The three main areas of focus: project prioritization, shared values, and timelines, and to help the District push for a bond on the 2024 ballot. They are working with Deborah Shepley with Gensler again; the focus is EEI – Education Engagement Index, and discussion will include activities-based design for places on campus. Last week a call went out to the Facilities and Safety Planning Committee as well as Mesa2030 Taskforce; as people volunteer to be on the new taskforce they are seeing where the holes are with constituencies and the next plan will be to connect and get representation from all groups. The first meeting is planned for November.

VPA Legaspi added that they will also have tours based on the buildings identified in Mesa2030 and in the Facilities Taskforce Planning meetings. The taskforce will visit other college campuses that have very similar buildings. Once the bond process occurs, Mesa College will be ready to give priorities and threshold for construction.

[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Who to call Safety Facilities Presentation 9-20-22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Who%20to%20call%20Safety%20Facilities%20Presentation%209-20-22.pdf)

**HEERF:**

HEERF Funding Request Form:

[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/HEERF Funding Request Form 9-20-22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/HEERF%20Funding%20Request%20Form%209-20-22.pdf)

HEERF Funds Comparison Chart (with allowable expenses):

[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/HEERF Funds Comparison Chart 9-20-22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/HEERF%20Funds%20Comparison%20Chart%209-20-22.pdf)

**Student Retention and Enrollment Outreach:**

2021 Immediate Action Budget Package Memo: "Student Retention and Enrollment Outreach" (pages 3 and 4):

[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/2021 Immediate Action Budget Package Allocation Memo 9-20-22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/2021%20Immediate%20Action%20Budget%20Package%20Allocation%20Memo%209-20-22.pdf)

Legaspi / Blythe Barton

e) Accreditation: Institutional Effectiveness Dean and Accreditation Liaison Officer, Dr. Bridgett Herrin, shared the Accreditation Steering Committee held their first meeting of the semester last week. They are working on Draft II; they did a gap analysis but still need evidence and a few areas where they need the District to provide information. The focus is shifting to the Quality Focus Essay (QFE) and some introductory sections. The QFE is Mesa's commitment to continuous quality improvement, specifically around areas of student learning and achievement. The intention is to identify 2-3 things that Mesa intends to do over the next 7 years that will impact student success and learning. They have identified 4 strategic objectives and sent them out to constituency groups to get feedback – the strategic objectives are completion, objective #1 (developing pathways), completion, objective #2 (cross-functioning / student success teams), complete #4 (basic needs access), and pathways/partnerships #3 (community engagement, work-based learning).

They will have Draft II of the Institutional Self-Evaluation Report (ISER) reviewed by the constituency groups in mid-October and then brought to President's Cabinet at the October 18, 2022 meeting.

f) Program Review: Dean Herrin stated they had their first live demo with a taskforce of the representatives from Program Review, FHP, CHP, BARC, PIEC and COA. The space has a lot of buildout already and have received feedback from that meeting and they will continue to meet with them weekly as they make changes to the system. The rubric and resource allocation process are being reviewed by the Senates. The goal is to have the Program Review work spaces out sometime in November.

g) Mesa Pathways: Marisa Alioto shared that she, Howard Eskew, Pathway Fellows, Ian Duckles, and Gabriel Adona participated in Club Rush today; they will continue to have representation for the event that continues Wednesday and Thursday, 11:00 a.m. – 1:00 p.m.

The full Mesa Pathways Committee report may be found on the President's Cabinet documents webpage at: <https://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>

Bridgett Herrin, Dean, IE

Bridgett Herrin, Dean, IE  
Program Review Report and Resource Request Structure:  
[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Program\\_Review\\_Report\\_and\\_Resource\\_Request\\_Process\\_Update\\_Draft3\\_Pcab\\_9-20-22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Program_Review_Report_and_Resource_Request_Process_Update_Draft3_Pcab_9-20-22.pdf)

Marisa Alioto, Howard Eskew, Co-Chairs MPC  
Mesa Pathways Report:  
[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa\\_Pathways\\_Report\\_9.20.22.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa_Pathways_Report_9.20.22.pdf)

Mesa Pathways Academic and Career Pathways Flyers:  
[https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa\\_Pathways\\_Academic\\_and\\_Career\\_Pathways\\_Flyers\\_final.pdf](https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa_Pathways_Academic_and_Career_Pathways_Flyers_final.pdf)

## 7) ACTION ITEMS:

Calendar:

Homecoming, Saturday, October 22, 2022, Tailgate 4:00 p.m., Game: Mesa vs. San Bernardino Valley 6:00 p.m.  
President's Cabinet Retreat, Tuesday, November 1, 2022, 2:15 – 4:30 p.m., MC 211 A/B

Board of Trustees Campus Meeting at SD Mesa College: Thursday, November 10, 2022, 4:00 – 5:00 p.m., MC 211 A/B  
Chancellor's Forum, November 16, 2022, 2:30 – 4:00 p.m., MC 211 A/B  
Holiday Reception, Wednesday, December 7, 2022, 11:00 a.m. – 1:00 p.m., MC 211 A/B

**Fall 2022 Pcab Meetings: 9/6, 9/20, 10/4, 10/18, 11/1 Pcab Retreat, 11/15, 12/6**

\*Institutional Committees / Special Reports / Spotlight:

9/6/22: Governance 101 (B. Herrin); Assignments with Equity in Mind (C. Crosby)

9/20/22: Professional Learning and Anti-Racism training for Administrative Services (L. Legaspi, C. Grossini-Concha)

10/4/22:

10/18/22: Institutional Report: Strong Workforce (A. Berry); Quality Focus Essay (B. Herrin); Spotlight: World Cultures Art Collection (D. Rogers, Fine Arts Department)

11/1/22: President's Cabinet Retreat; 2:15 – 4:30 p.m.

11/15/22: Institutional Report: COA, PIEC, and IE; Special report: Mesa College's CTE Economic Impact Study (M. Romero);  
Spotlight: (T. Parsons);

12/5/22: Enrollment Management Task Force (P. Ly, D. Budzynski, I. O'Connor)

Events:

AAPI Student and Employee Gathering event: Thursday, 9/29, 11:00 a.m. – 1:00 PM in MC 211A/B.

2022 Advocacy Fair, October 12, 2022, 10:00 a.m. – 2:00 p.m., Quad

Mesa Impactship Program (MIP) *Interning with a Purpose* - The Mesa Impactship Program (MIP) supports students with exploring careers, developing professional skills, and compensating hands-on industry experiences through internships, volunteering, or Directed Clinical Practice (DCP). Eligible Mesa students may receive a one-time payment (also called a stipend) or hourly compensation for student workplace training & enrollment in a Work Experience or Directed Clinical Practice (DCP) course. Funding is intended to support students with reducing or eliminating out-of-pocket expenses such as childcare, equipment, fees, meals, professional attire, & more. MIP students will be part of a cohort community supported by Mesa faculty to help them prepare for career pathways. Make an impact & intern with a purpose!

Calendar:

Homecoming: Saturday, October 22, 2022,

Tailgate 4:00 p.m.,

Game: 6:00 p.m., Mesa vs. San Bernardino Valley,  
SD Mesa College Merrill Douglas Stadium

President's Cabinet Retreat: Tuesday, November 1, 2022, 2:15 – 4:30 p.m., MC 211 A/B

Board of Trustees Campus Meeting at SD Mesa College: Thursday, November 10, 2022, 4:00 – 5:00 p.m., MC 211 A/B

Chancellor's Forum: Wednesday, November 16, 2022, 2:30 – 4:00 p.m., MC 211 A/B

Holiday Reception: Wednesday, December 7, 2022, 11:00 a.m. – 1:00 pm., MC 211 A/B

Spotlight on Equity and Excellence presentations may be view at the Mesa College YouTube Channel at:

<https://youtu.be/g95DGNu2ZZM>

Note: The President's Cabinet full agendas with notes will be processed following each meeting and posted on the

President's webpage located at: <http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-agenda-outcomes.shtml>