

SAN DIEGO MESA COLLEGE

President's Cabinet

May 25, 2021 | 2:15 p.m. | Zoom

1) CALL TO ORDER: Pamela T. Luster, President

2) PRESIDENT'S REPORT

Campus and District Updates: President Pam Luster expressed her thanks to those that are finishing their terms as representatives for their governance groups: 1) Terry Kohlenberg, Chair of Chairs, for his leadership and diligence through this challenging academic year and for all of his volunteering for broad services at Mesa College including Senate President. Pam welcomed Paula Gustin as the new Chair of Chairs who has served in the past as curriculum chair, 2) Manuel Vélez, Academic Senate President, who will still be serving statewide and will continue to be a voting member of President's Cabinet as the immediate past president. Pam welcomed John Crocitti as he begins his Academic Senate President term; 3) Charlie Lieu, Classified Senate President, for his leadership and the prominence of Classified Senate that continues to grow on the Mesa Campus; the voices of the Classified Professionals have been elevated. Pam welcomed Eva Parrill as the new Classified Senate President; 4) Taylor Carpenter, Associated Students President, for her leadership. Pam welcomed Natalia Trinh as both Student Trustee and Associated Students President.

Pamela T. Luster

3) STANDING REPORTS – GOVERNANCE

a) Associated Students: Associated Students President, Taylor Carpenter, gave the following updates: AS held their last meeting on Wednesday, May 19, 2021 and thanked the Senate for their work in the challenging academic year which was online and especially hard on the students interacting and staying hands on but they made it work. There are three returning senators and Natalia Trinh as president will begin to build the Senate and get the executive positions filled.

Taylor Carpenter, President

b) Classified Senate: Classified Senate (CS) Vice President, Charlie Lieu, gave the following updates: Last week Classified Appreciation Week was celebrated and they hosted the virtual Classified Service Awards. Thank you to all who attended and showed their support to the Classified Professionals. The highlight was the 'We are the Champions' video; thank you to Alan Goodman for creating that video which shows how resilient we have been in this academic year. Video link: <https://youtu.be/BpOvXysTLw8>

Charlie Lieu, President

c) Academic Senate: Academic Senate President (AS) Manuel Vélez, gave the following updates:

a) AS met yesterday in an extra session to review the Ethic Studies Taskforce final report. The report is available on the Academic Senate website and is a detailed and very well done in covering the history of

Manuel J. Vélez, President

Ethnic Studies at San Diego Mesa College, both the current and future of Ethnic Studies. AS voted to accept and support the Ethnic Studies Taskforce report as a position of the Academic Senate. Manuel thanked Cesar Lopez for his work on the report.

4) INSTITUTIONAL COMMITTEE REPORTS*

a) Budget and Resource Allocation (BARC) – second reading. The Vice President of Administrative Services, Lorenze Legaspi, shared that they have received positive feedback on the rubric that was discussed at the 4-20-21 President’s Cabinet meeting and then sent out to the Senates. Responses included appreciation for not having to provide quotes, which was incorporated along with equity/excellence into the considerations.

Action Item: A Motion was made to adopt the BARC rubric by Manuel Vélez. Second: John Crocitti. There were no further discussions and the vote was unanimous.

b) Faculty Hiring Priority (FHP): Manuel Vélez stated that this year there was no Program Review and no FHP process. The FHP ad hoc group met to discuss and reassess the FHP process and then it was reviewed by the FHP Committee for their input. The redesign was based on three ideas: 1) process should be based on data and empirical evidence, 2) data should be auto-populated from Program Review and other entities, 3) process should encourage a comprehensive vision of the program’s need for faculty hire. Types of faculty requests included instruction faculty, librarians, counselors and other faculty positions. Manuel stated this process is a work in progress will be fine-tuned in the next academic year. VPI O’Connor thanked Bridget Herrin and Joel Arias for capturing the data in this process and how to assess it.

Action Item: A Motion was made to accept the recommendations from the FHP Committee was made by Terry Kohlenberg; second: Andy MacNeill. There were no further discussions and the vote was unanimous.

President Luster commented that the FHP process generally does not move along until the Program Review process ends; this needs to be explored with the Program Review Committee. Also, all of the chairs are going to be writing program reviews in the next academic year and it needs to be discussed as to whether they would be willing to go with a shorter timeline in which to submit program reviews. Dr. Luster stated that she appreciates that the FHP list is going to

L. Legaspi
BARC Rubric Recommendations
https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/BARC_Presentation_4.20.21.pdf

Chairs: I. O’Connor; M. Vélez
Faculty Hiring Priority Presentation:
http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Faculty_Hiring_Priority_Presentation_5-25-21.pdf

be built into the process and that this will help the faculty be empowered to do the work.

5) SPECIAL REPORTS

a) Mesa College 13 Point Strategic Action Plan for Racial and Social Justice: Feedback and Recommendations. Judy Sundayo stated the sub-committee suggested the title of the plan be changed to: "13-Point Strategic Action Plan for Accountability in Diversity, Equity and Inclusion". The response to the plan has been positive overall; Classified and Academic Senates and Associated Students have reviewed and voted their approvals. The action plan was reordered based on priority by what was most "doable" first. A document with four priority tiers was created. Following the presentation and questions, Dr. Luster stated it would be a challenge to expect work on this plan by June 2021 and next steps should be determined. She stated she would work with Dr. Sundayo on the timeline since governance groups and President's Cabinet do not meet in the summer. In addition, there are currently staff already doing some of this work and a rubric should be created for the action plan to document where this work may be already occurring now and to integrate the 13-point plan with that information. Dr. Luster stated she is aware that Dr. Sundayo has met with the Acting Dean of Institutional Effectiveness, Dr. Bridget Herrin, and some of this has been placed into the five-year Roadmap and is already moving forward with assessment. Dr. Luster asked members of President's Cabinet to note that the theoretical concepts of the plan are solid and are all the things an institution should be doing in DEI work; and now we need to figure out together the who, what, when, where and why. Dr. Sundayo agreed that the primary goal is to get approval for the macrocosmic form of the plan and then to do the work individually later.

Action Item: A Motion was made to accept the concepts of the 13-Point Strategic Action Plan for Accountability in Diversity, Equity and Inclusion by Manuel Vélez; second: John Crocitti. There were no further discussions and the vote was unanimous.

Dr. Luster thanked Dr. Sundayo who spent many hours on this plan and pulling people together to do this great work; this comprehensive plan has many that are ready to begin the work and she is excited to work with her.

b) Equity Institute Framework: Dean Larry Maxey stated that President Luster had requested that a group review the formation and the development of an equity institute with the goal being to push the bounds of our equity work to the next level. Dean Maxey stated the goal is to

J. Sundayo
13-Point Strategic Action Plan for Accountability in Diversity, Equity and Inclusion Presentation:
http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/13_Point_Strategic_Action_Plan_Presentation_5-25-21.pdf

L. Maxey
Equity Institute Framework Presentation:
<http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation->

have a larger constituency group to drive the equity work forward. The Success, Equity and Transformation Committee, with the leadership of Dean Ailene Crakes and Janue Johnson, to create a framework that we can build on as we advance equity in the future. Dean Maxey stated that he is proud as the Dean of Student Success and Equity of all the inclusions of equity; including the 13 Point Plan and the DEI work, that the college has written into the planning, operations, program review, FHP and CHP processes, etc. and this is a good foundation for our college to support equity to the extent that we have by having it clearly outlined in our documentation. The equity framework ties into the Mesa2030 goals with respect to scholarship and community. Overtime, the Equity Institute will tie into each and every goal that is part of Mesa2030. In the initial phase, the most obvious place is where the Equity Institute ties with scholarship and community. From the draft of this work, we need to think about how an Equity Institute could operate under the umbrella of the college; serving the equity needs of the entire campus community; with a mission and vision statement to be developed as well having an annual constitute leadership group that would inform the annual direction of the institute in respect to all of its initiatives. Among several proposed initiatives of the Equity Institute components discussed: 1) LEEP series – an introduction to Equity 101 with a 9-week series where every member of the campus community would be invited to participate, 2) Equity Extension for educators to learn new information and skills related to addressing disproportionate impact amongst specific groups, and, 3) Equity Course Development training series to support faculty, professional staff/administrators. Dean Maxey stated they developed four commitments: 1) Diversity, Equity and Inclusion (DEI) home for elements of 13 Point Plan, 2) Community Involvement, 3) Accountability and Transparency (13 Point Plan), and 4) Restorative Justice (13 Point Plan). A discussion followed including Dr. Judy Sundayo who stated she was excited and inspired by his Equity Institute presentation; and in terms of where it fits and how it fits, she would be willing to help and collaborate. Dr. Luster thanked the Equity Institute and stated we need to find all the innovations and integrations for the wonderful work that we are doing; the road ahead of us is to figure out where it goes, accountability, and then how we change as an institution based on that work. In moving forward, we can discuss whose job it is to do this work and then bring recommendations back to President’s Cabinet.

[documents/Equity_Institute_Framework_presentation_5-25-21.pdf](#)

6) OPERATIONS

a) Student Services Updates: VPSS Ashanti Hands shared the following updates:
 1) The semester is ending with four more graduation celebrations, including Dental Assisting on May 28, 9:00-11:00 a.m., RAZA Grad virtual presentation on May 28,

A. Hands

10:00 a.m., the virtual Commencement ceremony on May 28, 3:00 p.m., and on June 4 the Car and Cart-Mencement Drive-Through Grad Parade at 11:00 a.m.

2) Student Services is hosting a reopening and returning to in-person activity updating Q&A; they are planning on how they will reopen their building.

3) The District begin dropping for non-payment this past Sunday; warning letters were sent district-wide to about 2,440 students who were at risk for being dropped for non-payment. With support of those letters, social media campaigns, and direct contact from special programs, the number decreased to 1,535 students who were dropped from 2,056 classes (these numbers are district-wide). Dr. Hands mentioned that Veteran students were mistakenly dropped during this process and she thanked Ivonne Alvarez and her team for responding to the voice messages and emails that were received this past weekend from students as they were dropped. They manually re-enrolled 114 of our Veterans into 212 classes on Sunday evening.

4) Sessions continue to be held for students by Student Health Services yesterday and today for students connected to Palestine or affected by ongoing global event.

5) It is transfer season and to celebrate transfer students there is a Transfer Recognition Spotlight video; Dr. Hands requested help in gathering names and highlight transfer students graduating from four-year schools this spring – please send those names to Anne Hedekin. <http://bit.ly/TransferAccepted>

6) There are grants for students attending certain schools and as well as spaces in colleges for our transfer students. Please refer any student with a transfer concern please send them to the Transfer Center.

7) This week is HBCU who are holding a series of events: HBCU Week - https://docs.google.com/document/d/1tHcYa3aLwCT86BTx-YCohfb47r3ycmrgPJS10B5pD_A/edit

8) Dr. Hands recognized EOPS and Fast Scholars program; they were awarded the 2021-22 Angell Grant in the amount of \$50,000 to continue to support our Fast Scholars program which serves students who have experienced foster care.

9) Dr. Hands recognized Student Services area faculty, staff, student leaders, classified professionals, and administrators for another incredible, unpredictable, exciting year and they will be working throughout the summer to create space and room for our summer and fall students.

b) Administrative Services: VPA Lorenze Legaspi shared the following updates:
1) VPA Legaspi thanked those that organized the Classified Professionals Appreciation week and the service awards.

L. Legaspi

- 2) The quad has some trees and concrete is being poured; thank you to the construction team. The quad should be ready in the later months of this calendar year.
- 3) Reopening: July 1 the campus can be opened a little more on a volunteer basis and as we know more about the Cal OSHA regulations, Department of Public Health, Institutions of Higher Education, the District HR and the Governor's June 15 information. The Reopening group will continue to meet.
- 4) HEERF II funding: Thank you to the VPs, Administrative Services, and all who report to the President's Office and President Luster for their careful planning and thoughtfulness in how to intentionally use the HEERF II funds moving forward. Some areas of broad categories for allowable uses are technology, grants for students, software for technology in the classroom, student support college-wide such as tutoring, athletics programs, peer mentors, financial aid support and student affairs programs.
- 5) VC Smith's email states all of the HVAC systems have been upgraded to be at the CDC compliant level.
- 6) We have the HEERF III funds and in the fall there will be planning on how to use the next wave of funds.

c) Instructional Updates: Instructional Updates: VPI Isabel O'Connor shared the following updates:

- 1) There are celebrations showcasing our student's accomplishments; including the fashion show and choir concert. Amazing work by the faculty and students who are reaching their goals.
- 2) Friday, May 28 the fall schedule is due; a draft is almost completed. It has not been an easy process but the amazing chairs and deans at Mesa College will continue to work together. Dr. O'Connor thanked all of the outgoing leadership, especially Terry Kohlenberg and Manuel Vélez, who have been amazing partners while working on instruction during the pandemic.
- 3) Summer enrollment is very strong with a stronger demand in some areas. They are waiting on reports from Vice Chancellor Susan Topham for the drop for non-payment; they now have the first of those reports after the May 22 first deadline and are beginning to review how it is affecting our classes and making decisions to add some sections to areas of great need.
- 4) The Classified Awards Ceremony was beyond belief amazing; Dr. O'Connor recognized Charlie Lieu and Eva Parrill.
- 5) We have a Fulbright Liaison thanks to Dr. Janue Johnson and, through the LOFT, will bring some opportunities to the campus.
- 6) There are no updates from Pathways; they are enjoying the moment from last week when they received the President's Cabinet approval to move forward with Academic and Career Pathways and thank you to the tri-chairs Marisa Alioto, Howard Eskew and Toni Parsons

I. O'Connor

as well as Ian Duckles and Cynthia Rico and all who participated.

7) Dr. O'Connor asked Dr. Chris Sullivan to give an update. Dr. Sullivan asked for all to join them on July 26 – 30, 2021 for the CEER event – Curriculum Equity and Excellence Review.

Dr. Luster announced that San Diego Mesa College will host some vaccination dates on campus; a county vaccination clinic of the Johnson and Johnson vaccine in June and we have been contacted by the White House as a federal vaccination site in June and July. Dr. Luster is happy we were recognized as a place for those vaccine distributions and thanked Jacqueline Collins for coordinating those efforts and also to Suzanne Khambata.

County of San Diego - J&J Vaccination 300 doses
June 16, 2021

White House Initiative – Pfizer Vaccination 600 doses
June 23, 2021
July 7, 2021
July 14, 2021
July 28, 2021

President Luster stated there are no President's Cabinet meetings in the summer; however, if there are decisions that need constituent groups approval they will be contacted.

P. Luster

7) ACTION ITEMS: Equity Institute Framework recommendations discussion at a Fall 2021 President's Cabinet meeting.

Announcements:

Manuel Vélez gave an update on César López; his recovery is going very well.

Veronica Gerace asked for all to support their women's group; they are the only chapter of the American Association for Women in Community Colleges in California; website: <https://sdcaawcc.org/> President Luster thanked the AAWCC for a lovely awards ceremony.

Campus Community Forums: 6/15 (Borderless Scholars), 7/13