

# SAN DIEGO MESA COLLEGE

## President's Cabinet

February 4, 2020 | 2:15 p.m. | MC 211 A

<b>1) CALL TO ORDER: President Pam Luster</b>	
<b>2) PRESIDENT'S REPORT</b>	
<p>Campus and District Updates:</p> <p>a) President Pam Luster opened the meeting and held introductions of those in attendance. Dr. Luster recognized Howard Eskew who is providing leadership to the office of Resource Development on behalf of Director Krista Stellmacher during her leave.</p> <p>Dr. Luster shared information on a MOU between SDCCD and SDSU which designated two "micro-sites" at San Diego Mesa College and Southwestern College for Business and Communication Studies degrees. The courses will be available for a cohort of students beginning in the Fall 2020 Semester and will be online classes.</p>	<p>Pam Luster</p>
<b>3) STANDING REPORTS - GOVERNANCE</b>	
<p>a) Associated Students: AS President, Taylor Carpenter, reported the following items:</p> <p>1) Associated Students (AS) will hold their elections for open Senate positions; deadline has been extended to February 22, 2020.</p> <p>2) AS is working on expanding campus-wide communication to students such as the Mesa application and possibly providing an incentive feature on a future student app.</p>	<p>Taylor Carpenter, President</p>
<p>b) Classified Senate: CS President, Charlie Lieu, reported the following items:</p> <p>1) CS held a professional development opportunity on January 22, 2020 entitled "Know Your Why". President Pam Luster and VPSS Ashanti Hands shared their stories with the attendees.</p> <p>2) Classified Senate members attended the <u>Compassion It Meditation</u> workshop held at Mesa College on January 15, 2020 sponsored by the District Office Professional Development Department.</p> <p>3) CS held a mid-year assessment of fall 2019 to reflect and discuss improvements.</p> <p>4) A spring 2020 project will be creating nametags for classified professionals which involves the design and funding of this project.</p>	<p>Charlie Lieu, President</p>
<p>c) Academic Senate: Academic Senate President, Manuel Vélez, reported the following items:</p> <p>1) Three faculty were appointed to OER Task Forces.</p> <p>2) The Academic Senate Retreat will be held this Friday, February 7, 2020.</p>	<p>Manuel J. Vélez, President</p>
<b>4) INSTITUTIONAL COMMITTEE REPORTS*</b>	
<p>BARC: Vice President of Administrative Services, Lorenze Legaspi, and faculty and faculty member Todd White, presented the <u>Budget and Allocation Committee</u></p>	<p>L. Legaspi</p>

(BARC) update. BARC held an onboarding meeting to welcome new members and review timelines. VPA Legaspi stated that BARC committed to a “year of learning” for the academic year 2019-2020. This spring, members will present on a budget topic at their meeting to educate on factors affecting California Community College budgets. VPA Legaspi shared that equity questions were added into the Program Review rubric for the BARC request process, and that BARC offered training opportunities and an online, close-captioned review on how to use the BARC Request-It portal. It was announced that the BARC “close” on Program Review has been extended to February 10, 2020.

BARC Presentation:  
[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/BARC\\_Update.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/BARC_Update.pdf)

**5) SPECIAL REPORTS**

*No special reports at this meeting.*

**6) OPERATIONS**

a) Enrollment Report: Vice President of Instruction, Isabel O’Connor, presented the enrollment report. The FTES for 2/2/2020 is 5,685 (101.5% of target that was set at 5,600). Headcount is currently 20,883 (4.4% higher than Spring 2019) and is expected to reach 21,000+.

I. O’Connor

Enrollment Report:  
[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Enrollment\\_Report.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Enrollment_Report.pdf)

b) Mesa Pathways: Mesa Pathways Co-chair Toni Parsons presented an update on Mesa Pathways. On January 27, 2020, a “soft reset” retreat was held which had 95 attendees, including 12 students. An evaluation survey was held and all feedback will be discussed at the next Mesa Pathways Committee meeting. This retreat was recorded and is available on the San Diego Mesa College Youtube channel at the following link:  
<https://www.youtube.com/watch?v=LIOdNDU-ku4>

I. O’Connor, T. Parsons

Mesa Pathways Report:  
[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa\\_Pathways\\_Report.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa_Pathways_Report.pdf)

c) Instructional Council Proposal – First Reading: Vice President of Instruction, Isabel O’Connor, presented a proposal for an Instructional Council. This document is the first reading for this proposed group which would be a sub-committee of President’s Cabinet. VPI O’Connor stated she would be available to speak to groups on campus to provide information and gather feedback.

I. O’Connor

Instructional Council – First Reading:  
[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Instructional\\_Council.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Instructional_Council.pdf)

d) Mesa 2030: VPA Lorenze Legaspi and Acting Dean of Institutional Effectiveness, Bridget Herrin, presented the Mesa 2030 update which included a timeline. An onboarding meeting was held following the 2-4-20 President’s Cabinet meeting.

L. Legaspi / B. Herrin

Mesa 2030 Update  
[http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa\\_2030\\_Update.pdf](http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa_2030_Update.pdf)

Acting Dean Herrin stated the Institutional Effectiveness Partnership Initiative – Partnership Resource Team (IEPI-PRT) will be visiting San Diego Mesa College on April 29, 2020 for their first site visit. The initial visit is an information gathering session on how Mesa College has integrated pathways and equity. There will be two

additional visits: visit 2 in fall 2020, and a visit 3 in spring 2021 (dates TBD).

## 7) ACTION ITEMS

### Events:

Rosa Parks Celebration: February 6, 2020, 1:30 – 2:15 p.m., Meet at Sunrise Plaza  
Demolition Ceremony: 2:30 p.m., Buildings I/J

### Board of Trustee Meeting Dates and Deadlines:

March 12, 2020, Deadline for Dockets – February 14, 2020

March 17, 2020 – Joint Board Meeting – no dockets accepted

March 26, 2020 (Continuing Education), Deadline for Dockets – February 28, 2020

April 9, 2020, Deadline for Dockets – March 13, 2020

May 14, 2020, Deadline for Dockets – April 17, 2020

June 4, 2020, Board Retreat – no dockets accepted

June 11, 2020, Deadline for Dockets – May 11, 2020

### Spring 2020 Pcab Meetings: 2/4, 2/18, 3/3, 3/17, 4/7, 4/21, 5/5, 5/19

#### \*INSTITUTIONAL COMMITTEE REPORTS:

Feb. 4, 2020: BARC (L. Legaspi)

Feb. 18, 2020: No reports

March 3, 2020: BARC List – Allocation Recommendations

March 17, 2020: Safety/Facilities (L. Legaspi, M. Fay); SEA – Student Equity & Achievement Program (A. Crakes, L. Maxey, A. MacNeill, I. Jayne)

April 7, 2020: Strong Workforce Program / Committee (M. Romero); Campus Employee Learning Committee (J. Johnson)

April 21, 2020: MIT (D. Fierro); CDAIE (J. Sundayo); Honors (I. Duckles, V. Gerace, S. Plambek)

May 5, 2020:

May 19, 2020: CHP (E. Engels); FHP (I. O'Connor, M. Velez)

#### Spring Semester Institution Committee Reports:

**Strong Workforce Committee / Program** (M. Romero)

**Safety/Facilities** (M. Fay, L. Legaspi)

**SEA, Student Equity & Achievement Program** (L. Maxey, A. Crakes, A. MacNeill, I. Jayne – Basic Skills Coordinator)

**CEL** (A. MacNeill, J. Johnson)

**BARC** (L. Legaspi)

**Honors Program** (S. Plambek, V. Gerace, I. Duckles)

**CDAIE** (J. Sundayo)

**FHP** (I. O'Connor, M. Velez)

**CHP** (Ellen Engels)

**MIT Update** (D. Fierro)