

SAN DIEGO MESA COLLEGE

President's Cabinet

May 19, 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 and shared this is the last meeting for Kim Perigo as the Past-President of the Academic Senate and she thanked Kim for her leadership. President Luster stated the Governor's May Revise was presented last week and all are examining the impacts it will have on the District and the Colleges. This is a proposal budget and she will be heavily advocating for restoral of some of the items that are proposed to be cut from the budget. This includes some cuts for strong workforce and student equity. Dr. Luster stated SDCCD continues to have budget challenges; a number of unfilled positions have been eliminated and the Colleges and the District Office were all involved in making cuts to lower the liabilities going into the 20-21 academic year. The unknown of the budget are the final impacts; Dr. Luster stated she appreciates working for a chancellor who is transparent and communicates the impacts on all of the Colleges, and having a Board of Trustees who are steadfastly dedicated.

A Final Spring Campus Community Forum will be held this Friday, May 22, 2020, 12 – 1 p.m., and the president will be joined by AS President, Manuel J. Vélez, CS President Charlie Lieu, and Associated Students President, Taylor Carpenter.

The Convocation before the Fall Semester 2020 will be the chancellor's last convocation. It is possible that on the Thursday morning of the convocation that all of the SDCCD Colleges can begin their convocations together in a Zoom meeting with the chancellor where she would provide an address to everyone.

Pam Luster

3) STANDING REPORTS – GOVERNANCE

a) Associated Students (AS): President, Taylor Carpenter, reported the following:
1) AS held their final meeting last week and Taylor stated she is proud of the work that their Senate was able to accomplish remotely this semester as well as their work the entire academic year. 2) A record high number of students voted in the AS elections this year; doubled from last year. An optional meeting will be held May 20, 2020 for students to get the results of the elections. 3) Taylor shared that AS donated \$12,000 for scholarships this year and last year; in this semester alone AS has donated a total of \$28,000 to the COVID-19 emergency relief fund. Dr. Luster thank them for their donations.

Taylor Carpenter, President

<p>b) Classified Senate (CS): President, Charlie Lieu, reported the following: 1) Danielle Short, the classified AFT representative, presented a CARES Act workshop last week and shared information on its effects to classified professional staff on several topics such as repaying school loans and taking a leave from work. 2) This week, May 18-22, 2020 is Classified Appreciation Week and there are a variety of events including workshops on mindfulness and mental health and fun/interactive events such as Netflix Kahoot, home scavenger hunt, and a movie debate. 3) CS is working on a tribute video for the classified service award recipients this year; these will be shared at the upcoming Classi-con event on June 3, 2020. 4) Charlie thanked everyone who participated in the photo card fundraiser; \$600 was raised which will be donated to the COVID-19 Emergency Relief Fund on behalf of the Classified Senate.</p>	<p>Charlie Lieu, President</p>
<p>c) Academic Senate (AS): President, Manuel Vélez, reported the following: 1) AS final meeting was held last week where they voted on some changes on the academic senate – district-wide level, as well as some suggested changes to the curriculum instructional council. A conversation was held on the faculty leadership role in the curriculum instructional council and they agreed to continue these conversations in the fall. AS voted in support of the changes that were brought forward and also to increase the dues for the Senators from \$2 to \$5 a month. It was agreed to not increase the adjunct faculty’s fees. These dues are used to donate funds to programs such as Mesa Visions and the AS student scholarship. 2) The focus has been working with VPI O’Connor and others on campus to prepare for the next academic year. Great conversations have been held on faculty issues and opportunities were given to air those questions and concerns. Manuel stated that VPI O’Connor has created an atmosphere where all have sat down together and found solutions and worked together to solve the problems. Manuel thanked Isabel for working with them and making sure their concerns are not only heard, but all are working together to find solutions. Manuel thanked all of the AS Senate, the Senate-Exec, and faculty leadership who have done an amazing job throughout the last several months. A special thank you to Terry Kohlenberg, Chair of Chairs, and Andrew Hoffman, Curriculum Chair, who worked to get classes moved to a Distance Education format. 3) Manuel is looking forward to participating as a panelist for the Campus Community Forum this Friday with President Luster and the other governance presidents. 4) The ASCCC, the Statewide Senate, recently held their elections for the executive committee and Manuel was</p>	<p>Manuel J. Vélez, President</p>

<p>elected as one of the South representatives for the next two years.</p>	
<p>4) INSTITUTIONAL COMMITTEE REPORTS*</p>	
<p>a) SEA Student Equity & Achievement Program: An update on the SEA Program was presented by the Dean of Student Development, Ailene Crakes, Dean of Student Success and Equity, Larry Maxey, Dean of Learning Resources and Academic Support, Andy MacNeill, and Ingrid Jayne.</p> <p>b) Mesa Pathways Committee: Co-Chair Toni Parsons presented an update on the Mesa Pathways Committee.</p>	<p>A. Crakes, L. Maxey, A. MacNeill, I. Jayne SEA Presentation: http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/SEA_Presentation_optimized_5-19-20.pdf</p> <p>I. O'Connor / T. Parsons Mesa Pathways Presentation: http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Mesa_Pathways_5-19-20.pdf</p>
<p>5) SPECIAL REPORTS</p>	
<p>Teacher Ed Program: The Vice President of Instruction, Isabel O'Connor, with Dean Andy MacNeill, Poppy Fitch, Leticia Lopez and Laurie Lorence presented a progress report on the Mesa College Teacher Ed Program.</p>	<p>I. O'Connor Mesa College Teacher Ed Program: http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Teacher_Education_Program_A_Progress_Report_5-29-20.pdf</p>
<p>6) OPERATIONS</p>	
<p>a) Student Withdrawals: Acting Dean of Institutional Effectiveness, Bridget Herrin, reported the data on Student Withdrawals.</p> <p>b) Mesa 2030 Update: The Vice President of Administrative Services, Lorenze Legaspi, stated the Mesa 2030 Task Force held departmental interviews and will hopefully have in-person interviews in the fall semester. An IEPI PRT Debrief will be held today following the President's Cabinet meeting involving a majority of Mesa 2030 group to talk about "what did we learn", "are the summaries accurate", and communicating changes to PRT. The next steps include a "Menu of Options" to be sent out over the summer. Fall meeting reminders will be sent and then an initial analysis of the interviews, plans, and trends will be the focus for fall.</p> <p>c) Campus Reopening Discussion: VPA Legaspi stated that discussions have begun on what reopening the campus would look like on a campus-wide level, noting that there are phases for the reopening such as labs and hard-to-convert classes first, then services for the students, followed by other staff members coming back to campus. Representatives from various campus departments met on May 13, 2020 and looked at these guiding tenants:</p>	<p>B. Herrin Student Withdrawals: http://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Student_Withdrawal_Update_5-19-20.pdf</p> <p>L. Legaspi, B. Herrin</p> <p>L. Legaspi</p>

- Safety and health of our students and employees
- Facilities/Custodial Operations - District-wide
- Working Condition - Labor Considerations
- Specific and Functional Areas
- Phases

Participants were asked three questions:

- What department are you representing?
- What are your initial thoughts or considerations of what it would be like for your area to re-open?
- What guidance or authorities help inform your thoughts?

Common considerations included in the responses:

- Cleaning/sanitizing protocols and responsibilities
- Cleaning schedules for classrooms and labs, common spaces, and equipment
- Verifying symptom-free status of students and employees
- Compliance of students to health guidelines
- Classroom capacities, based on 6 ft. social distancing guidelines,
- Preparation of public spaces around campus
- PPE
- General Student access to campus

Next steps include the VPA (and team) will compile consideration themes and concerns to create a draft reopening plan to share with President's Cabinet and to help inform District-wide conversations. VPA Legaspi stated no phases will be started until the Governor has stated educational institutions can begin this process.

d) Instruction: The Vice President of Instruction, Isabel O'Connor, provided an instruction update and stated that the 2020 Summer Semester registration has mostly full classes, with a few exceptions, and full wait lists. VPI O'Connor stated she is receiving emails from students stating they need certain classes. All the colleges in Region 10 are offering a reduced summer schedule and she is trying to coordinate with other colleges, particularly within SDCCD, to determine if there are available classes for these students. She is also reviewing Mesa's FTEF allocation and, for extreme needs, they will meet them in strategic places, but Mesa does not have the resources to add left and right. Dr. O'Connor stated the work that is occurring between Chairs and Deans is difficult work and has been done in a great collaborative way. She praised Alison Mona, the Senior Secretary in the School of Health Sciences, who has assisted Isabel and is an enormous asset. They are currently working on the fall schedule and have had to reduce the draft schedule due to cuts to FTEF. Mona has guided them in the DE categories and how the faculty want to offer their classes and has helped materialize that through Campus Solutions codes.

I. O'Connor

The deadline to finalize the schedule for Fall 2020 Semester is May 26, 2020. Dr. O'Connor is working on the addendum for summer; she thanked Juliette Parker and Andrew Hoffman who were able to get through CIC. The faculty submitted 298 curriculum proposals, mainly for Distance Education, some permanent to DE and some just emergency DE – depending on what the faculty decided fit their program best, and CIC approved 296 of those and they will be offered starting in Fall 2020. The CCAP and SDUSD have been discussing the best way to offer the courses for the fall semester.

Calendar:

- May 18-22: Classified Professionals Appreciation Week
- June 2-4: Classi-con / UnSung Hero
- July 17: Virtual Commencement
- August 13: Convocation
- November 12: Mesa College BOT Campus Meeting

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: *POSTPONED - 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 (V. Gerace)
- May 5, 2020: CHP (E. Engels); FHP (I. O'Connor, M. Vélez)
- May 19, 2020: SEA – Student Equity & Achievement Program (A. Crakes, L. Maxey, A. MacNeill, I. Jayne), Mesa Pathways Report, Teacher Ed

Board of Trustee Meeting Dates and Deadlines:

- June 4, 2020, Board Retreat – no dockets accepted
- June 11, 2020, Last Board meeting for 2019-2020 Academic Year