

# SAN DIEGO MESA COLLEGE

---

## President's Cabinet

November 18, 2014 | 2:00 p.m. | A-104 Conference Room

<p>Welcome</p> <p>Announcements: President Pam Luster thanked all those who work, volunteered and participated in the Fall Fest event, including all the student clubs. Congratulations to the Anthropology and Club Italia which shared the prize for Best Club Activity. The event raised \$5,000 which will be used to create a student veterans emergency fund.</p>	<p><b>President's Cabinet Attendees:*</b></p> <p>Rachelle Agatha, VPA Julie Barnes, VPSS Jennifer Cost, Chair of Chairs Jesus Escudero IV, ASG President Kathy Fennessey (for Michael McLaren, CS VP) Rob Fremland, VP Academic Senate Terry Kohlenberg, President, Academic Senate Pam Luster, College President Angela Liewen, President, Classified Senate Andy MacNeill, Deans Council Marcelo Masur, ASG Vice President Tim McGrath, VPI Susan Topham, SS Dean Absent: Inna Kanevsky, Chair, Academic Affairs</p> <p><i>*Names of non-voting Mesa College/District staff and visitors to President's Cabinet are listed at the end of this document.</i></p>
---	---

### **PRESIDENT'S UPDATES**

- a) District Updates: President Pam Luster stated she received a list of all the colleges that had sent in a Letter of Intent for the Baccalaureate degree pilot program. There were approximately 30 colleges with two other colleges submitting in the same area as Mesa College (Health Information Management.) Pam stated that we will be submitting our proposal after the RFP is approved by the Board of Governors and released by the Chancellors Office. President Luster also shared that a Breakfast with the President was held yesterday with a mix of classified staff and faculty in attendance.
- b) President's Cabinet / PIEC Joint Retreat, Dec. 2, 2014, 2-5 p.m., CE at Mesa room 118-120: President Luster reminded the members of PCab that the joint retreat with President's Cabinet and PIE Committee is in two weeks on Tuesday, December 2, 2014. This retreat will focus on assessing our planning systems, participatory governance structure and accreditation work.

### **COLLEGE-WIDE PLANNING**

- a) Accreditation Update: Dean and Accreditation Co-Chair Danene Brown stated that the Brown Bag event has been rescheduled to the Spring 2015 semester. Danene added that the District will administer an accreditation survey to employees and students. Many of the questions will remain the same as previous accreditation surveys, however due to the change in the accreditation standards new questions are being created. These new questions will be reviewed by the college's accreditation tri-chairs, PIEC and PCab. The survey will be administered in Spring 2015.

### **INSTRUCTION | VPI, Tim McGrath**

- a) Fall FTES: VPI Tim McGrath shared that the Fall FTES is down - currently at 100-150, but that we are on target to meet our annual FTES target.
- b) Summer Schedule: VPI McGrath stated that he and President Luster are monitoring the enrollment for Spring 2015. The initial Summer schedule will be completed in December and adjustments will be made if necessary in February 2015 to add additional classes, including some evening classes. At Wednesday's

Dean meeting Tim stated he will ask the Deans to begin this discussion with their Chairs and departments on expanding the summer class schedule.

### **STUDENT SERVICES | VPSS, Julie Barnes**

a) Student Success & Equity Updates: Dean Ashanti Hands shared that the partnership discussions with CUE and the Minority Male Community Collaborative are ongoing. The college along with CUE (Center for Urban Education) will hold a planning retreat on December 3, Noon – 5 p.m. which will focus on the vision and planning work. CUE is reviewing our documents to help provide structure and Mesa College is reviewing data from HSI and Student Success to be sure they align as well as establish inquiry teams on how to begin the process – matriculation is a possible area being considered.

A letter to faculty of the classes selected for students to be survey was sent in early November 2014. This is a partnership with SDSU's Minority Male Community College Collaborative (M2C3) to support ongoing institutional equity and planning efforts. Data will be collected from all students in the selective classes. In addition to the survey, M2C3 will conduct focus groups with Mesa faculty and students during the Spring 2015 semester.

Student Success: Dean Susan Topham shared that registration started this week and that 100+ students were in line to see counselors for spring registration and to develop their education plans through the Flash Forward to Your Future program where students will receive their Ed Plans on a flash drive bracelet. Also, Susan mentioned that on a State level, she will be getting information at a meeting on Thursday on the statewide Common Assessment Initiative. The Common Assessment Initiative will develop a Common Assessment System for the benefit of all California Community Colleges and their students. The Common Assessment System will contain test preparation, test delivery, test administration, data collection, and course placement guidance, and will use centralized and integrated technology solutions to support assessment and placement. Susan is looking for feedback and input from both math and English faculty regarding this initiative.

### **ADMINISTRATIVE SERVICES | VPA, Rachelle Agatha**

a) Web Update: VPA Rachelle Agatha stated that David Fierro, Lina Heil and herself are leading the Mesa College web advisory group (WAG) who have been meeting to develop a “site mapping” strategy for the Mesa College website. The next phase is to bring their proposal to Executive Staff and then the web advisory group will prepare to begin the first phase of the website rollout during the Spring 2015 semester.

### **PARTICIPATORY GOVERNANCE REPORTS:**

#### **ACADEMIC SENATE | Terry Kohlenberg**

1. CIC (Curriculum and Instructional Council) Waivers paper (for major requirements) was passed (item #3 was eliminated).
2. Resolution about part-time equity passed
3. Potential resolution regarding assigning courses to disciplines was presented
4. Plenary session hearing about African American Studies becoming an official discipline went well
5. Learning Communities paper was discussed and the senate approved a motion to have the Academic Affairs committee revisit the paper

### **CLASSIFIED SENATE | Angela Liewen**

The Dudley Bread Fundraiser raised \$397.90 which will be used to fund scholarships in Spring 2015.

### **ASSOCIATED STUDENTS GOVERNANCE | Jesus Escudero and Marcelo Masur**

1. Implemented a new game-plan system – this is to establish a protocol for general assembly meetings to include the following: Creating forms, engaging in weekly meetings prior to resolutions packet release, reviewing previous years' resolutions, establishing designated regions to each of the attendees for networking, meeting bi-weekly to implement new resolutions.
2. ASG passed a resolution for the implantation process for the International Resource Center.
3. The Food Drive raised \$200+ and backpacks/food will be distributed following the Thanksgiving

break.

4. ASG budget committee has developed a procedures binder
5. Teacher Appreciation has been cancelled for this semester but will be held next semester.
6. A “clothes hanger” event will be held during finals which includes pinning inspiration notes to students to boost morale during finals week.

### **FUTURE PRESIDENT’S CABINET TOPICS**

No future topics added.

### **CALENDAR**

Pcab/PIEC Retreat, Tuesday, December 2, 2014, 2 – 5 p.m., CE at Mesa rooms 118-120

Holiday Reception, December 10, 2014, 11 a.m. – 2 p.m., H 117-118-119

### **ANNOUNCEMENTS**

#### **ROUNDTABLE**

Dean Susan Topham stated that the participatory governance assessment survey form will be sent to current committees in advance of the Pcab retreat in December – please complete the form.

Acting IE Dean Madeleine Hinkes shared that all should go see the A-frames with the Native American information which are done very well.

Carol Rohe from the Mesa bookstore shared that they have merchandise designed by students from the Fashion department on sale.

Dean Dave Evans stated that a ribbon cutting for the Tennis Courts was held this morning which is a project partnership with the SD Tennis Council, the Tennis Association and SD Mesa College which funded this project including new nets to be used for competition.

Dean Leslie Shimazaki shared that the grand opening for the Language Center in LRC will be held tomorrow at 10 a.m. and will have tours/refreshments.

Lina Heil shared that all should go to the Mesa College Facebook page for event photos.

#### **Schedule for President’s Cabinet meetings for Fall 2014:**

**(1<sup>st</sup> and 3<sup>rd</sup> Tuesdays, 2 – 3:30 p.m., A-104)**

December 2 (Retreat, 2-5 p.m.) and December 16, 2014

*\*Names of non-voting Mesa College/District staff and Visitors to President’s Cabinet: Madeleine Hinkes, Charlotta Robertson, Sara Leonard (MET Principal), David Fierro, Danene Brown, Dave Evans, Saeid Eidgahy, Lina Heil, Ashanti Hands, Carol Rohe, Nancy Wichmann, Leslie Shimazaki, Suzanne Khambata, Sgt. Gemma Conine, Sara Beth Cain*