

**April 17, 2012**

**SAN DIEGO MESA COLLEGE**

**PRESIDENT'S CABINET**

**Agenda**

**April 17, 2012, 2 – 3:30, A104**

**1) GENERAL ITEMS (Pamela Luster, President)**

a) Welcome

b) Consent Agenda Approval:

- Tents of Truth, April 23-24, 2012, 9 a.m. – 3 p.m., H 117-118, Quad Area
- Golden Scissors, May 11, 2012, 12 – 10 p.m., Sheraton San Diego Hotel
- Mesa Academy Recognition Ceremony, May 16, 2012, H 117-118, 7 – 9 p.m.

Major Events Approved at 3-26-12 Executive Staff Meeting:

- Voices of A People's History, April 12, 2012, 4 - 6 p.m., Apolliad Theatre
- SDEC Transfer Options, April 23, 2012, 10 a.m. – 1 p.m. / 5 – 7 p.m., Main Quad
- Grass Roots Health Fair, April 25, 2012, 9 a.m. – 2 p.m., LRC Quad

Motion to approve events listed in the above consent agenda: Motion: Cherie Deogracias; Madeleine Hinkes. The motion was approved unanimously.

c) District-Wide Updates: Pam shared that there is no new budget updates.

d) HSI: Pam announced that last Friday we were notified that San Diego Mesa College had received a HSI (Hispanic Serving Institution) designation. Pam thanked Charlie Zappia, Cesar Lopez and Bri Hays for their work on the application. A press release will be sent which will include a quote from the Chancellor and Trustee Senour. Next steps are to look at HSI funding opportunities; open meetings will be held on how staff can get involved in this process.

**2) COLLEGE-WIDE PLANNING – PIE Committee (Tim McGrath, VPI)**

a) IT Strategic Plan (Bill Craft): Bill distributed the Annual IT Strategic Plan and IT Backlog Report documents. The IT Strategic Plan now has the College goals stated as well as the IT goals. Page two of the update summary gives the total of out-of-warranty computers and total cost of all equipment that needs to be updated in the amount of 1.5 million. The documents will be placed online at the IT webpage after approval. A motion to accept this document and recommend its approval to President Luster was made by Madeleine Hinkes; Second: Larry Maxey. During discussion it was noted that the PIE Committee also recommends approval of this document. The motion was approved unanimously.

b) Allocation requests for Materials/Supplies/Facilities (Handout): Tim distributed two documents. Form one lists the schools and equipment requested; form two shows the requests in a priority listing and the potential funding which totals \$77,278. This information is for a first reading only and is brought to President's Cabinet for all to review and bring back to the May President's Cabinet meeting. Tim shared that the Deans have already reviewed this document. Pam stated that

the priority listing is the result of the work done from strategic planning, the PIE Committee and Program Review and thanked all for a job well done. Pam will read all of the program reviews related to this document.

### **3) INSTRUCTION (Tim McGrath, VPI)**

a) Perkins Allocation Funding (Handout) Tim McGrath distributed the document asking for a motion of recommendation to forward to the President for final approval. During discussion, a concern was stated on how to fund the tutoring shortage. A motion to accept this document and recommend its approval to President Luster was made by Laurie Mackenzie; Second: Cherie Deogracias. The motion was approved unanimously.

### **4) STUDENT SERVICES (Larry Maxey for Dave Evans, Acting VPSS)**

a) Department Update: Larry Maxey shared the following: 1) the Dean for Student Development Hiring Committee is progressing, 2) the Career Center Opportunities Expo will be held April 17-19, 2012 – a booklet was distributed on the event, 3) April 26, 2012 is “Bring Our Daughters and Sons to Work Day” – currently over 20 participants have registered, 4) this year’s scholarships were awarded to over 121 individuals with 35 multi winners in the dollar amount of \$84,250.

### **5) ADMINISTRATIVE SERVICES (Ron Perez, VPA)**

a) Updates: Ron Perez shared the following: 1) April 30 is the deadline for Blanket Pos to be used or they will be liquidated – contact his office if you have questions, 2) 30 A-Frames were purchased and can be checked out from the stockroom, 3) A new W-2 form has been developed by HR that makes it possible to print out a Pdf of W-2s through the District Web Advisor.

### **6) PARTICIPATORY GOVERNANCE REPORTS**

a) Academic Senate (Madeleine Hinkes): Madeleine shared that elections were held and that Terry Kohlenberg is the President-elect and Treasurer is Ken Kuniyuki. The State Senate duties will now be given to the Academic Senate President who will serve as the voting delegate. Madeleine also shared a Resolution and Position Paper #4. The Position Paper #4 for Spring 2012 is submitted from Academic Affairs and is on the topic of Class Caps criteria. An updated version will be available online and voted on at the Spring plenary. The Resolution is on the issue of establishing a District-wide grant review board – this document will be placed on the Academic Senate and ASG webpages.

b) Classified Senate (Angela Liewen) Angela shared that the Classified Senate supports the Grant Review proposal from Academic Senate. Angela also shared that scholarships will be awarded from the Classified Senate at the Scholarship Gala. Also, six senators and Michael McLaren’s position are open for election. A reminder that the Classified Development Conference is scheduled for May 23-24, 2012.

c) Associated Students Governance (Cherie Deogracias): Cherie gave the following update: 1) a PowerPoint presentation on the “March in March” that eight students and 1 advisor from SD Mesa College attended, 2) shared information on the ASACC Experiences held in Washington, D.C. March 17-20, 2012 and thanked Rich Dittbenner for setting up meetings for them with legislators, 3) ASG elections for 2012-13; applications are due on 4-20-12, 4) ASG will participate in the “Take Our Daughters and Sons to Work Day” on April 26, 2012, 5) students worked with District on eliminated the 2-week grace period for the beginning of the semester parking permits. Fines now received in this two-week period will help with the \$18,000 deficit in lieu of increasing parking permit fees by \$5. This will begin Fall 2012.

## **7) FUTURE PRESIDENT'S CABINET TOPICS**

No new topics added

## **8) OTHER**

No report

## **9) ANNOUNCEMENTS**

Pam Luster shared that Cherie Deogracias and Monica Romero will travel to Sacramento for Advocacy Day, May 1, 2012.

## **10) ROUNDTABLE**

Spring 2012 Meetings of the President's Cabinet: May 1, 2012; May 15, 2012