



For Approval: February 27, 2012

**San Diego Mesa College
Academic Senate
February 06, 2012: H117/H118 (2:15PM-4:00PM)
Minutes**

PRESENT:

Becca Arnold, Anar Brahmabhatt, Aulani Chun, Leslie Cloud, John Crocitti, Cherie Deogracias, Nellie Dougherty, Linda Farnan, Rob Fender, Dwight Furrow, Martina Hesser, Erika Higginbotham, Madeleine Hinkes, Bill Hoefler, Katie Holton, Sharon Hughes, Geoff Johnson, Leroy Johnson, Ken Kuniyuki, Georgia Laris, Guillermo Marrujo, Laurie Mackenzie, Joe "Mac" McKenzie, Jonathan McLeod, Phyllis Meckstroth, Kris Clark, Devin Milner, Susan Lazear, Thekima Mayasa, Claude Mona, Michelle "Toni" Parsons, Francisca Rascon, Angela Romeo, Marilyn Schenk, Barbara Sexton, Shannon Shi, George Svoboda, Terrie Teegarden, and Manuel Velez

ABSENT:

Mark Abajian, Lupe Gonzales, Danielle Lauria (Proxy to Tina Recalde), Ron Ryno (Proxy to Madeleine Hinkes), Cynthia Rico-Bravo, Sabrina Santiago, Michelle Tucker, and Duane "Walt" Wesley, and Farshid Zand

- I. CALL TO ORDER AND WELCOME** by Academic Senate President Madeleine Hinkes @ 2:17PM.
- II. Approval of Today's Agenda:**
 - A. Madeleine will not discuss New Business Item B (President's Cabinet Task Force on Shared Governance) if President Luster discusses the item during her presentation.
- III. PUBLIC PRESENTATIONS:**
 - A. Associated Student Government (ASG) Representative:** (President Cherie Deogracias) - No Report
 - B. Classified Senate Representative:** (President Angela Romeo) – No Report
- IV. GUEST:** President Luster
 - A. President's Cabinet Task Force on Shared Governance:**
 1. The task force will look at how decisions are currently being made at Mesa College.
 2. The task force will look at the work of the existing committees on campus and how decisions made at the committee level move forward through the rest of the college.
 - B. Presidents Forum:** January 20, 2012
 1. President Luster shared the slide show that was presented at the forum with the Senators.
 - a. The slide show included artist renderings of how the "Quad" will look after all the Prop. S & N construction projects are complete.
 2. President Luster reported a workshop on "Cultural Competency" with participation by Mesa College students was held during the forum.
 - C. President Luster shared the most common answers to the 4 Questions she posed to the campus:**
 1. What does Mesa do well, what must we preserve as we plan ahead?
 2. Where could we improve, where have we stumbled?
 3. Where should we be headed in the future?
 4. What role do you want to play in getting there?
 - D. The Planning & Institutional Effectiveness (PIE) Committee:** Spring 2012 Focus
 1. The PIE committee will focus on the college's process for Program Review this semester.
 - E. Hispanic-Serving Institution:**
 1. Mesa College will apply for official recognition as a Hispanic-Serving Institution.

F. The impact of Students Wait Lists:

1. President Luster reported that she saw the impact of large wait lists for classes at the beginning of the semester.
 - a. She hopes that many Faculty members were able to add students on wait-lists to their classes.

V. Approval of the Senate Minutes for November 28, 2011:

Motion to approve the minutes without changes:

M/S

Teegarden/Higginbotham

Unanimous

VI. Senate Exec Committee Reports:

A. Vice-President: (Rob Fender)

1. Rob reported the Blackboard Website for Faculty Dialogue he discussed during fall 2011 is now up and running.
 - a. Please contact Rob if you would like to have access to the website.

B. Treasurer: (Ken Kuniyuki)

1. Senate Bank Account Balances – (Checking: \$994.07) (Savings: \$1870.70) (Total: \$2864.77)
2. Ken passed our dues cards for the Senators to provide to Faculty in their departments.
3. The Senate will award up to three \$500.00 scholarships to Mesa students this semester.

C. State Senate Representative: (Delegate Katie Holton) – No Report

D. Senator at Large: (Georgia Laris) – No Report

E. Acting Secretary: (Georgia Laris) – No Report

F. Past President: (Cynthia Rico-Bravo) - No Report

G. President: (Madeleine Hinkes)

1. The Budget:

- a. The state continues to need additional revenues.
 - The Governor will place a voter initiative on the November ballot to increase taxes for Californians earning \$250K or more.
 - The AFT & CFT have put together a voter initiative to increase taxes for Californians earning \$1 million or more, which is polling at a higher rate than the Governor's initiative, and has a better chance of being passed by the voters in November.
 - The state will not increase our funding right away when it receives additional revenues. It will pay down the deferrals it owes our District for previous academic years first.
 - Some former redevelopment funds may be made available to public education.
- b. We are facing an additional \$9 million in cuts (2100 FTES)(5.56 Workload Reduction):
 - Summer 2012 will be minimal:
 - * Basic Skill Courses that fall under our agreement with SDSU
 - * Intercollegiate Athletics
 - * Six Sections of Radiology Technology between City, Mesa, and Miramar.

2. Spring 2012 Enrollment:

- a. Our Head Count is down 1,074 (spring 2011 = 26,135/spring 2012 = 25,061)
- b. Mesa is offering 164 fewer Sections than we did in spring 2011.
- c. Our Fill Rate for campus and online classes increased 1% from 92% to 93% from last year at this time.

3. Parking:

- a. The National Guard Armory: Student parking spaces are now available at the armory.
 - We are trying to get a six year lease.
- b. Shuttle Service: Students can also park at N. City Center on Aero Drive and take the shuttle.

4. Please Communicate the Policy on Cheating and Plagiarism to Your Students:

- a. Please let your students know what constitutes Cheating and Plagiarism and what the consequences are if they commit the offense in your class.
- b. The LRC will provide training to your entire class on Cheating and Plagiarism upon request.

5. The Senate Web Page:

1. Madeleine reported on the information that is available on the Senate web page and suggested that the Senators may want to check out our web page.

VI. COMMITTEE REPORTS:

A. Academic Affairs: (Co-Chair John Crocitti)

1. John reported the committee will review the position papers on Reassigned Time and Program Discontinuances this semester.

B. Professional Development Committee (PDC): (Chair Sharon Hughes)

1. Sabbaticals:
 - a. Applications must be submitted to your Dept Chair/Supervisor by this Thursday, February 9th.
 - b. Applications must be submitted to your School Dean/Manager by Tuesday, February 21st.
 - c. Applications must be submitted to the PDC in the Academic Senate Office (Room A117) by Wednesday, February 29th.
 - d. It is the applicant's responsibility to make sure their application gets to the correct person or persons by the indicated deadlines.
 - e. Emails with more details regarding sabbatical applications have been sent out to the campus,
 - Please read the emails for additional information.
2. Professional Development Proposals:
 - a. The next deadline for professional development paperwork is this Wednesday, February 8th.
 - Complete paperwork received by this date will be processed at our February 15th meeting.

C. Committee of Chairs (COC): (Chair Laurie Mackenzie)

1. The next COC meeting is scheduled for February 8th in H117/H118 @ 2:15PM.

D. Curriculum Review Committee (CRC): (Co-Chair Toni Parsons)

1. Prerequisite Review Committee:
 - a. The committee has met a few times.
 - b. Assistant Chancellor Lynn Neault's office has reviewed the data regarding prerequisite advisories for the most popular general education courses and found that students are twice as successful when they follow the advisories.
 - The Prerequisite Committee will prepare a flow chart for the prerequisite review process for approval by City, Mesa, and Miramar's Academic Senates by the end of the semester.
 - Jonathan McLeod noted that the process must be systematic and enough sections of the advisory courses must be made available to our students.
2. Repeatability:
 - a. The state-wide recommendations and resolutions have been sent to the Vice Presidents of Instruction and Articulation Officers.
 - Implementation will not take place for two years.
3. Catalog Deadline: The catalog deadline is March 1st.
4. Tech. Review Process:
 - a. Elizabeth Norvell will inform Faculty that one of the following must take place for their course:
 - Elizabeth will make the necessary minor editorial changes. She will not change content.
 - Faculty must meet one-on-one with Elizabeth.
 - Faculty must attend a Technical Review workshop.
 - * Toni, Elizabeth, and CRC members will hold monthly training workshops.
 - * Spring 2012 workshops are scheduled for February 24th, March 16th, and April 13th in LRC 229 from 11:00AM-3:00PM.
 - * Flex credit will only be available for adjuncts since this is a 10+1 item.

E. Basic Skills: (Coordinator Terrie Teegarden)

1. There are new common core standards for English and Math for K-12.
 - a. Recommendations must be submitted by February 9th.
 - Please contact Terrie if you would like to review the document.
2. There will be a Counseling 101 Workshop to help Faculty provide accurate information regarding Counseling services to their students.

F. Program Review: (Co-Chair Kris Clark)

1. February 28th is the final deadline for Lead Writers to submit their documents to their Liaisons.
 - a. Please include your Goals Matrix and all necessary documents.

VII. OLD BUSINESS:

A. Resolution 11.11.3 – Opposing Student Success Task Force Recommendations for English for Speakers of Other Languages (ESOL):

Revised 01/29/12 (Pianta)

1. "**Resolved**, that the San Diego Mesa College Academic Senate joins the Academic Senates of Modesto Junior College and College of the Sequoias opposing recommendations that would diminish ESOL credit instruction on the community college campuses."

Motion to Approve:

M/S

Velez/Meckstroth

Unanimous

VIII. NEW BUSINESS:

A. PIE Committee "Red Zone": Proposal for the Resource Allocation Process:

1. Madeleine presented a slide presentation on the proposed resource allocation process and a general overview of the proposal.
2. Program Review will remain at the heart of the resource allocation process.
3. Each school will determine its own process for prioritizing its programs' needs.
4. A new shared governance committee will be created to support the process.
 - a. The Allocation Recommendation Process (ARP) Committee.
 - The members of the committee will be representatives from existing resource committees.
 - The committee will ensure funding requests go through the correct Red Zone Silo.

B. Senate Elections:

1. Faculty needs to elect new Adjunct Senators and Senate Executive officers by April 16th:
 - a. Adjunct Senators (Five Positions)
 - b. President-Elect
 - c. Delegate to the State Academic Senate
 - d. Treasurer
2. Erika Higginbotham is our Elections Chair.

IX. Announcements:

- A.** The next Committee of Chairs (COC) meeting is scheduled for February 8th in H117/H118 @ 2:15PM.
- B.** The next Academic Senate meeting is scheduled for February 27th in H117/H118 @ 2:15PM.

X. ADJOURNMENT @ 4:05PM.

Submitted by Georgia Laris

Approved by the Senate on: February 27, 2012