

**January 25, 2011**

**SAN DIEGO MESA COLLEGE**

**PRESIDENT'S CABINET**

**Agenda**

**January 25, 2011, 2 – 3:30, LRC 435**

**1) GENERAL ITEMS (Liz Armstrong)**

a) Welcome and Introductions – Liz Armstrong introduced Suzanne Khambata as the new Site Compliance Office over investigations/complaints and Sondra Frisch as the EEO compliance trainer and reviewer of committee roles and diversity compliance.

b) Report from CCLC Legislative Conference (Handouts) Liz shared documents distributed at the Community College League Conference in Sacramento on January 23-24, 2011. League's position is to focus and strengthen on the missions of community colleges of transfer, career technology and basic skills. In addition, League representatives were not in favor of changing the census date and are asking legislators to allow the tax extension initiative to be placed on the June ballot and let the voters decide. Also noted is that Cynthia Rico-Bravo and Chancellor Carroll are serving on the Student Success Task Force which has been assembled to make recommendations for reform including SB 1440 and access for new students.

c) 50th Anniversary Committee – Liz stated that a college committee with representatives from all groups and schools will be formed for Mesa College's 50th anniversary in 2014. Alumni, retirees and Foundation participation is also being considered and Liz welcomed input on the development of this committee.

**2) MAJOR EVENT APPROVAL**

a) Student Veteran Union and Muslim Student Association Blood Drive, Feb. 16-17, 2011, 8a – 4p, H 117-118 (Ashanti Hands) Event will now be held only on Wed., Feb. 16 and location has been changed to a blood mobile that will be parked in East A faculty/staff parking lot. Motion: Shahzeb Naqi; Second: Robin Watkins. Vote was unanimous.

b) African American/Latino Male Leadership Summit, Mar. 18, 2011, 8a – 3p, Mesa Campus (Joi Blake, Barbara Plandor) Motion: Cynthia Rico-Bravo; Second: Robin Watkins. Vote was unanimous.

c) Festival of Colors, Apr. 12-13, 2011, 8a – 5p, H117-118 (Pedro Olvera, Brian Stockert) Motion: Robin Watkins; Second: Shahzeb Naqi. Vote was unanimous.

d) On-the-spot Admissions, May 3, 2011, 9-1 and 3-6, Mesa Quad (Naomi Grisham, Joi Blake) Motion: Cynthia Rico-Bravo; Second: Robin Watkins. Vote was unanimous.

e) 4th Annual STAR Awards, May 5, 2011, 12:45-2p, Mesa Gym (Dave Evans, Joi Blake) Motion: Cynthia Rico-Bravo; Second: Robin Watkins. Vote was unanimous.

**3) ACCREDITATION**

a) Accreditation – Tim McGrath shared that no documents have been received from WASC on the Mesa College self-study recommendations. It is expected within the next two weeks. The Substantive Change Report (Distant Education) was accepted and approved.

#### **4) INSTRUCTION (Tim McGrath)**

a) Enrollment Update (Handout) – An enrollment count report was distributed. Tim shared that Mesa College's FTES is up 10% and had the largest growth compared to the other SDCCD colleges. The supplemental sections added have had a huge impact – Mesa College is 75% of the District's enrollment increase.

b) Keys – Tim stated that he would send another email on classroom keys and alarm codes with updated telephone extensions.

#### **5) STUDENT SERVICES (Brian Stockert, Acting VPSS)**

Brian expressed how well his department has done in spite of being short in the categorical programs. Taskstream training is now being held and department drawings for layouts and telephone connections in the new building have been finalized.

#### **6) ADMINISTRATIVE SERVICES (Ron Perez)**

a) Facilities Update – A copy of the January 2011 Prop S&N Facilities Update newsletter was distributed which included information on the following projects:

- Photovoltaic – parking lot 1 still needs to have lights installed to complete this project.
- Student Services – estimated completion date is end of Spring semester 2012.
- Math/Sciences – demolition almost complete – then project will begin in late Spring 2011.
- Campus Forums to present the Mesa College Facility Master Plan will be held on the following dates: Thursday, March 10, 2011, 2:30 – 4:30 p.m., G101 and Friday, March 11, 2011, 9 – 11 a.m., G101

b) Emergency Disaster Preparedness

- Assignment/Training Dates – New dates for the Incident Command System, Desktop Exercise and Campus Drill will be set next week and then shared with President's Cabinet. Safety Committee meetings are ongoing and C-CERT continue to meet for training.
- Radio Order – Family Service Radios will be ordered and a radio training meeting will be scheduled.

c) Budget – No update.

#### **7) PARTICIPATORY GOVERNANCE REPORTS**

a) Academic Senate (Cynthia Rico-Bravo) – Cynthia shared that Academic Senate's first meeting will be on February 7th and asked all to read the articulation brief submitted from Juliette Parker on the SB 1440.

b) Classified Senate (Robin Watkins) – Classified Senate met last week and decided to change the Senator portion of their bylaws to state that two senators from each VPs area will serve on the committee. Robin also shared that the Center for Children Bazaar went well.

c) Associated Students Governance (Shahzeb Naqi) – ASG participating in Welcome Week activities this week.

#### **8) OTHER**

- a) Saeid Eidgahy shared a video from the Ocean stewardship video awards. San Diego Mesa Community College Professor Paul Detwiler and his Marine Biology students Dominique Gilbert, Cheyne Palmer, Carlos Valdovinos and Kelly Hughes on submitted the winning video.
- b) Liz Armstrong stated the documents and PowerPoints from the President's Forums held on January 14 and 21 are now posted on the Mesa College President's webpage.

#### **9) ANNOUNCEMENTS**

- a) The next Board of Trustees' meetings are January 27 and February 10, 2011. Deadline for submission of agenda items has passed.
- b) The deadline to submit agenda items for the March 10, 2011 Board of Trustees Meeting is February 17, 2011, 12 p.m.
- c) Spring Open Office Hour with the Chancellor, March 17, 2011, 2-3 p.m., A104a.

#### **10) ROUNDTABLE**

- a) Ashanti Hands stated the deadline for scholarship applications is February 28 and that her department is in the process of placing Student Rights posters in all the classrooms.
- b) Nancy Wichmann shared that the book rental program is a great success. She will send VP McGrath the statistics to be shared with the campus.
- c) Joi Blake stated that an online Veterans' orientation is being offered this semester.

**The next President's Cabinet will be held on Tuesday, February 1, 2011, 2-3:30 p.m. in LRC 435.**