

**December 4, 2012**

**SAN DIEGO MESA COLLEGE**

**PRESIDENT'S CABINET**

**Agenda**

**December 4, 2012, 2 – 3:30, A104**

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

a) Welcome

b) Consent Agenda Approval: Major Events – None submitted for this meeting.

c) District-Wide Update; Pam shared that the Chancellor's Cabinet reviewed the status of the associate degrees for transfer that comply with SB 1440 and they are moving forward to approval at the December Board of Trustees meeting. This meeting will be held at the District Office and then the Hail and Farewell will be held at USD.

d) Employee Satisfaction Survey (Bri Hayes): Bri presented a PowerPoint presentation which covers a three-year cycle from 2009-2012. 452 surveys were completed. This presentation will be posted on the President's webpage at

<http://www.sdmesa.edu/president/documents.cfm>

e) Spring 2013 PCab proposed meeting dates:

February 5, February 19, March 5, March 19, April 2, April 16, May 7, May 21

f) Administrative Unfilled Positions: Pam stated there are two administrative positions

that she is moving forward to fill to help our college in the areas of institutional

planning and resource development. The Dean of Instructional Services position will be transitioned to the Dean of Institutional Effectiveness. An existing Dean will serve in this position and then an interim will be hired for that Dean's current position. Also, a Director of Resource Development position will be created from the Associate Dean of Student Services position. Both positions will report directly to the president.

g) Tenure, Promotion, Retirement (Proposed date April 3, 2013): Pam shared that she will now add faculty retirement to the tenure and promotion ceremony held in the spring. This event will partner with Academic Senate.

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

a) BARC – Committee Assignment: Tim distributed a handout with the committee membership for BARC. They will begin meeting on the 2nd and 4th Tuesday at 2 p.m. in A-104 (opposite Tuesday of President's Cabinet.)

**3) INSTRUCTION / FACILITIES (Tim McGrath, VPI)**

a) 1440 Update: Tim thanked all who have worked on the associate degrees that SD

Mesa College is submitting to the State Chancellor's office for approval. These are the

degrees that need to be in compliance with the Student Transfer Achievement Reform Act (SB 1440). SD Mesa College has 14 TMCs in this region. Susan Topham stated that information on these degrees can be found on the Transfer website.

b) Faculty Prioritization Committee: Tim stated that in the past it was the practice to place the positions for faculty who had passed away at the top of the prioritization list. Last year, it was recommended that we suspend that and use the faculty prioritization matrix. Tim stated he will bring a recommendation to the February 2013 President's Cabinet meeting.

#### **4) STUDENT SERVICES (Denise Whisenhunt, Interim VPSS)**

a) Participatory Governance Task Force: Denise stated that a survey was held online which had a list of questions for committee chairs. This survey will be compiled and this task force will bring a recommendation back to President's Cabinet in early spring 2013.

#### **5) ADMINISTRATIVE SERVICES (Bill Craft, Acting VPA)**

a) Facilities Committee Update: Bill distributed a handout on the cost of printing and status of current equipment on the SD Mesa College campus. These are areas that we will have to address in the future on money to maintain, replace and repair.

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

a) Academic Senate (Madeleine Hinkes): Madeleine distributed Resolution 12.11.1 which is a process of Approving and Implementing SD 1440 degrees which was approved by the Academic Senate at the meeting on 12-3-12,.

b) Classified Senate (Angela Liewen): Angela thanked all for their participation in the Dudley's Bread Classified Fundraising – they raised \$550. She also mentioned they are holding the "Center for Children" Holiday party on December 19. At their last meeting, they reviewed the District smoking violation policy. Also, the Classified Staff Hiring Priority Committee held their first meeting on 12-3-12 to review the rubric to develop a list for the February President's Cabinet meeting.

c) Associated Students Governance (Roberto Rosas): Roberto announced the ASG website has been launched and this was shown to the PCab members. A "Mesa Minute" video was also shared. Other ASG news, 1) participated in International Ed week, 2) students gave opinions on new names for the Café/Bookstore building,

3) club matching funding program, and 4) African / American Latino Male Summit had ASG member on panel. Their last meeting of this semester is 12-5-12.

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

#### **8) OTHER**

a) New CE Building Tour and Reception, Tuesday, December 11, 2012, 2 – 3:30 p.m. Members of PCab and Administrators invited – Open House for Mesa Campus in Spring 2013.

#### **9) ANNOUNCEMENTS**

## **10) ROUNDTABLE**

**The next meeting of the President's Cabinet will be Tuesday, February 5, 2013, 2 – 3:30 p.m. in A-104.**