

**February 1, 2011**

**SAN DIEGO MESA COLLEGE**

**PRESIDENT'S CABINET**

**Agenda**

**February 1, 2011, 2-3:30 p.m., LRC 435**

**1) GENERAL ITEMS (Liz Armstrong, Interim President)**

a) Welcome and Introductions

b) Chancellor's Cabinet Update: Liz stated an update was given on the enrollment report which will be addressed by the VPI later in this meeting. Also discussed was a Call to Action on increasing the number of associate degrees awarded, the impact of students with a high number of units, and a preliminary discussion on the Fall 2011 semester challenges,

c) CCC Task Force on Student Success Discussion (Cynthia Rico Bravo) Cynthia discussed the handout distributed which had information from Mr. Patrick Perry's PowerPoint presentation. A discussion followed on "What does success look like?" to members of the President's Cabinet and meeting attendees. Developing a new system of tracking students was suggested and Cynthia shared that adding an option for students to update their goals on the "Reg-e" online registration. A report on issues from this task force will be presented at next week's President's Cabinet with follow-up information at future meetings.

**2) MAJOR EVENT APPROVAL**

a) Fashion Week, 2011, March 8-10, 2011, 9a – 2p, Mesa Quad (Margie Fritch, Andrea Marx, Susan Lazear) Motion: Peter Jacoby; Second: Michael McLaren. Vote was unanimous.

b) Dietetic Professional Development Seminar, April 15, 2011, 7a – 3:30 p.m., G101 (Margie Fritch, Elizabeth Chu) Motion: Shahzeb Naqi; Second: Madeleine Hinkes. Vote was unanimous.

**3) ACCREDITATION**

a) Accreditation – No report.

**4) INSTRUCTION (Tim McGrath, VPI)**

a) Enrollment Update: Tim stated that the enrollment report distributed at Chancellor's Cabinet earlier this morning noted that Mesa had 25,869 students with a possibility of passing 26,000+ students at the census date. 249 Supplemental Sections were added, Mesa College has a 91% fill rate and 700 FTES (an increase from last Spring 2010.)

b) Facility Prioritization Update: Tim stated this committee is meeting this Thursday and will share their results in a future President's Cabinet meeting.

c) Logistics Update: Tim thanked Jack Doherty and the entire campus police for their efforts during the first two weeks of school which kept parking and traffic flow problems at a minimum.

1. Traffic (Jack Doherty)

\*Jack shared that the majority of their time was focused on the Chasewood/Marlesta entrance and the crosswalk at the parking structure. There were a few complaints of students parking in faculty/staff lots – enforcement will begin next Monday.

\* Two bicycle officers will be on patrol at Mesa: Terry Hiett on days, Brian Szymanski on nights. The night shift will also assist with student/staff escorts to their cars.

\* Sgt. Medero distributed safety information rack cards: Pedestrian safety, Bicycle Safety, Skateboard Safety. These are used to educate the students early in the semester. After the first 4-5 weeks of classes, campus police will begin to ticket for these violations.

2. Keys / Alarm Code: Tim stated he is reviewing alarm code list of names for each classroom so that old names can be deleted.

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

a) No late add policy – Brian reminded everyone that the no late add policy will be strictly enforced with no exceptions.

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

a) Emergency Disaster Preparedness: Ron shared the dates below for training and drills for Mesa College. Chief Hogquist is leading all the training.

1. Incident Command System Refresher, Friday, February 11, 11 a.m. – 1 p.m., LRC 435

2. Command Team Tabletop Exercise, Friday, March 11, 11 a.m. – 1 p.m., LRC 435

3. Campus Disaster Drill, Friday, May 6, Time/Location TBD (H 117-118 reserved if needed.)

b) C-CERT – A new training session for those interested in joining the Community Emergency Response Team has been set for this summer. Mesa and City Colleges will be asked for staff to enroll in the second session. Charlotta Robertson will forward an email to the Mesa Campus.

c) Ron will present Prop S/N timelines at next week's meeting.

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

a) Academic Senate (Cynthia Rico-Bravo) Academic Senate meets next Monday, Feb. 7.

b) Classified Senate (Robin Watkins) – No report.

c) Associated Students Governance (Shahzeb Naqi) Shahzeb distributed a flier on the “Hands Across California” event to be held on April 17, 2011 in support of California Community Colleges. Website for event: [www.HandsAcrossCalifornia.org](http://www.HandsAcrossCalifornia.org)

#### **8) OTHER**

#### **9) ANNOUNCEMENTS**

a) The next Board of Trustees' meeting is February 10, 2011.

b) The deadline is February 17, 2011, 12 p.m. to submit agenda items for the March 10, 2011 Board of Trustees Meeting.

c) President's Cabinet Retreat, March 4, 2011, 9 a.m. – 4 p.m., Mission Trails Regional Park

d) Spring Open Office Hour with the Chancellor, March 17, 2011, 2-3 p.m., A104a.

#### **10) ROUNDTABLE**

The next meeting of the President's Cabinet is Tuesday, Feb. 8, 2 – 3:30 p.m., LRC 435.

