

SAN DIEGO MESA COLLEGE

President's Cabinet

March 4, 2025 | 2:15 – 3:45 p.m. | MC 211 A

1) CALL TO ORDER: Ashanti Hands, President

2) PRESIDENT'S REPORT

<p>District and Campus Updates: President Ashanti Hands gave the following updates:</p> <p>1) Dr. Hands attended the State Chancellor's held an AI Bootcamp for CEOs. She will work with Executive leadership team this semester to discuss our needs and how to use AI as a tool and educate our students on its use.</p> <p>2) SDICCCA provided two documents at their March meeting.</p> <ul style="list-style-type: none"> • Priority Jobs and Program Summary that will list the top priority in San Diego County. • Transforming California's Workforce with Investments in Career Technical Education. <p>3) Our District has been reviewing our 50% numbers and we are right at 50%. They have released one faculty position for San Diego Mesa College to hire immediately this year. The Executive team will review the FHP list from this current year for demands for courses and where we are in the hiring process.</p>	<p>Ashanti Hands, President</p> <p>SDICCCA Document Links:</p> <p>Priority Jobs and Programs: Addressing Equity Gaps for a Diverse Workforce: https://coeccc.net/san-diego-imperial/2024/12/priority-jobs-and-programs-addressing-equity-gaps-for-a-diverse-workforce/</p> <p>Transforming California's Workforce with Investments in Career Technical Education: https://sdiregionalconsortium.org/wp-content/uploads/2025/01/Impact-Report-2025.pdf</p>
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3) STANDING REPORTS – GOVERNANCE

<p>a) Associated Students: AS President Zora Williams gave the following updates:</p> <p>1) AS concluded their elections.</p> <p>2) Jumpstart will be held Saturday, March 22, is Jumpstart at which AS will participate with bracelet-making and popcorn, 9:45 a.m. – 12:00 p.m.</p> <p>3) AS is reviewing their scholarship applications.</p> <p>4) AS is updating their constitution.</p> <p>5) Student Leadership Awareness Week is March 24-26. They will be letting students know about AS and will hold a "meet with AS" in the Mesa Commons, first floor.</p>	<p>Zora Williams, President</p>
<p>b) Classified Senate: CS provided the following updates:</p> <p>1) CS is working on a 9+1 Resolution as well as PAC representation (Police Advisory Committee) to make sure classified have a stronger voice in governance. Ayana will be attending their March 6 meeting. Classified Senate do not yet know where they stand on the Taser issue.</p> <p>2) Classified Award Ceremony will be held on Wednesday, May 14, 2025, 11:00 a.m. – 1:00 p.m. They will be sending out a save-the-date and will hold a basket fundraiser to raise funds for scholarships and classified development.</p> <p>3) \$1,600 has been allocated to 4-6 recipients of the Joyce Skaryak Scholarship.</p>	<p>Ayana Woods, President; Alison Mona, Vice President</p>

<p>4) CS has been coordinating the New Classified Institute. This is a year-long orientation with in-person meetings every first Friday, 10:00 a.m. – 12:30 p.m. They have been able to recruit classified professionals into committees. A major gap found while working on NCI is that classified development needs to be a priority so they will be working with the LIFT, AFT, and CLPC to promote professional development.</p> <p>5) Classicon will be held this summer the first week of June.</p>	
<p>c) Academic Senate: AS President Andrew Hoffman gave the following updates:</p> <p>1) AS held their first meeting on February 24, 2025. They held a debate about the District’s proposal to use conductive energy devices (CED) coming referred to as tasers. Two public speakers attended the meeting, faculty representative on the Policy Advisory Committee who spoke about the 8-1 vote to support the implementation of tasers; there was another member of the faculty who spoke in public comments against the use of tasers. A vote was held and the motion to accept Resolution 2024-11.1 to oppose the District’s deployment of tasers was passed.</p> <p>2) David “Das” Odasso presented a syllabus review checklist for a second read. A vote was taken to support the checklist and it passed.</p> <p>3) AS also held a roundtable discussion that will be continued at their next meeting.</p>	<p>Andrew Hoffman, President</p>
<p>4) Institutional Reports</p>	
<p>a) Budget and Allocation Recommendation Committee (BARC): First Reading. Director Collins presented on BARC which included the purpose, members, timeline, BARC request and scoring rubric, next steps and resource allocation rankings.</p> <p>b) Classified Hiring Priority Committee (CHP): First Reading. Director Collions present on CHP which included the purpose, members, timeline, recommendation list guidelines, rubric, CHP rankings, and next steps.</p>	<p>Jacqueline Collins, Director, College Facilities & Operations</p> <p>BARC Presentation: https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/BARC_Presentation_3-4-25.pdf</p> <p>BARC Scores: https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/BARC_Scores_Pcab_3-4-25.pdf</p> <p>Jacqueline Collins</p> <p>CHP Presentation: https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/CHP_Presentation_3-4-25.pdf</p> <p>CHP Scores:</p>

c) Accreditation Update: Dean Hoang provided updates on Program Review and ACCJC Compliance.

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/CHP_Scores_Pcab_3-4-25.pdf

Hai Hoang, Dean, Institutional Effectiveness

Accreditation / IE Updates:

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/IE_Update_Pcab_3-4-25.pdf

5) OPERATIONS

a) Instructional Updates: Vice President of Instruction, Isabel O'Connor, gave the following updates:

- 1) Enrollment continues to be strong: 6% higher FTES in spring 2025 compared to 2024. Headcount is 5% up.
- 2) We are still having fraudulent enrollments. They are using three different technologies to attempt to put an end to this but it still requires a heavy lift particularly for student services trying to manage fraudulent enrollments. Statewide there are about 40% of applications that are fraudulent and the State Chancellor's Office is working hard to capture them.
- 3) The new attendance accounting method is finally here and she will be meeting with the Vice Chancellor later in March to look at the new regulations. The credit hour has not changed; this is not a curriculum reform – this is a scheduling and fiscal reform. We need to look at how we schedule and find places that our schedule does not match the hours on the core because any additional hours will not be compensated.
- 4) Common Course Numbering: We had some questions on how we were match English and Stats with the "X" courses. The District has resolved that and assured VPI O'Connor that registration for students will not be impacted. Dr. O'Connor also inquired about the scenario of if a student has taken Comm Studies 103 and the fall catalog has a new Comm course and if they need to take it, if Comms 103 was already taken and passed, the system will block from retaking the same course. That language will be in the catalog. She is working with Dean Cynthia Rico and Career Center. There are a group of staff trying to determine how we are going to inform students of the changes. The District is working on the implementation because we know this is coming for the first six courses in fall 2025.
- 5) Phase II of Common Course Numbering has 25 courses. Because it is a lot of work, we are not getting the templates back quickly. The first set of templates for 8 lecture courses will come this month and they will have to go to catalog in fall 2026. The remaining courses from Phase II will go to catalog in fall 2027 will buys a little more time to do the the local curriculum practices. It is also getting more complicated particularly in STEM

Isabel O'Connor, VPI

sciences; Chemistry has been providing a lot of feedback to the statewide groups. If you are a faculty member and you have a course and your discipline is on the list for Common Course Numbering, you will receive from the Statewide Academic Senate, pre and post tests; please complete those tests because that is your way to comment on what your fellow faculty members across the state are discussing on how to create a version for the Common Course Numbering.

6) Phase II Common Course Numbering list is out and has 47 courses and we should start the process for the Statewide Academic Senate to manage that during the summer.

7) AI: There is a Statewide taskforce that is working on guidelines. Dr. O'Connor has seen the preliminary draft; the guidelines are for everyone, including students and administrators, on how to best incorporate meaningfully and ethically to use AI.

8) Kudos to Dean Cassandra Storey for a gathering of the HIMS and HEIT. It was great to hear from graduates and see so much interest in the program.

9) All should have received a flyer announcing Lasana Hotep, speaker for Embracing the Paradigm Shift: Core Competencies for Equity Advancing College Leaders. He speaks on relevant topics for a special two-part workshop.

b) Student Services Updates: Vice President of Student Services, Larry Maxey, gave the following updates:

1) Evaluation Process: VC Susan Topham's office is working with AI firm, called Attain, which is designed to speed up the process. VPSS Maxey states that we are entering into a pilot program with them. The current process takes about 120 business days.

2) San Diego Advance: This is a partnership to help to improve the transition for non-credit students to the colleges. There is a symposium on March 27; a student services component meeting will be held on March 13, 2025 in advance of that meeting (there will be a Zoom option). Those with residency specialist, counselors, Promise counselors, financial aid representatives and other representatives to attend this meeting so that we outline processes to help our students to transition from CE into the credit colleges.

3) We are working on the Vision-Aligned Reporting process to collect and report data that directly aligns to student outcomes. and developing that process. We need to circle back to the business portion because not only do they have to report the activities, but there is a budget component that needs to be flushed out as well.

4) BP 3250: This allows for student who has been accused of violating the student code of conduct to have an advocate as part of the process. The Deans of Student Affairs met with the VPs of Student Services last week to discuss the process. They are looking at the UCSD model which provides trained advocates.

Larry Maxey, VPSS

5) The Black Study Student Success Workshop will be a two-part program on March 14, 8:30 – 11:30 a.m., and April 18, 2025, 12:00 – 3:30 p.m. designed specifically for managers, supervisors, and those in leadership positions.

c) Administrative Services Updates: Director of College Facilities and Operations, Jacqueline Collins, gave the following updates:

1) Parking Citations: The new parking process phase one is online; it is a new system that was rolled out and it just impacts employees. Scanners are used to scan license plates; if it is not in the system the parking officers will check the car's VIN and if that does come up in the system, then a ticket is given. They discovered that the two checks and balances were not "talking" to the system so that some that inputted their information was deleted from the system. Also, some information that was inputted had typos. Last week they stopped issuing citations after many emailed Jacqueline; however they starting citing again yesterday and others received citations. It was report by Director Collins to parking services that something was wrong for this many people to get a citation in one lot. This is a district-wide issue. They stopped citing again until they could review the system, which they reported that the system is working according to plan. Next step is to inform all employees to go back into the portal and make sure that your license plate is correct and that you have chosen the permit that has the longer period of time. Some has selected the shorter permit which ended in February 2025 even though they were contract employees. Director Collins will send an email with instructions so employees can verify their information or correct the data entry error. It has impacted contract and NANCEs. All of the tickets received yesterday were waived. Those that received tickets last week will need to submit an appeal; some tickets were legitimate. Parking services have stopped citing until we can confirm that it is working but they will start citing again soon. A reminder was made that these tickets are real and reported to DMV and can suspend your license if you do not comply.

2) Fiscal year-end 2024-2025 Deadlines: The fiscal year-end deadlines will be sent via email today or tomorrow. These are the hard deadlines associating with purchasing for the district. If you purchase is over \$10,000 you must have 3 bids unless the vendor is on one of the cooperative agreements or if you have a sole source (which is not as common).

3) In Business Services as we say farewell to Patty Garcia at the end of the month, Jaqueline is working with the team in that department. They will roll out some new processes within the next couple of weeks that will help us on requests. There will be a generalized email account that all should send all administrative-related

Jacqueline Collins, Director, College Facilities & Operations

Administrative Services Updates:

https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Admin_Services_Updates_Pcab_3-4-25.pdf

correspondences. They are developing a system for submitting requisitions. All will be trained thoroughly.
4) Requests have been received on funding for part-time positions. They are working as fast as possible to identify funding for those who have staff on “soft-money.” They are working on rolling out a process that all will use to submit your requests for NANCE employees from July 2025 – June 2026. Some will be asked to use existing funding; others will be asked to submit a request. They are hoping to finalize that list this week or early next week.

All Campus Events:

Scholarship Awards: Wednesday, April 30, 2025, 4:30 – 7:30 p.m., Mesa Gym

Raza Graduation: Friday, May 2, 2025, 5:00 – 8:00 p.m., Mesa Quad

Rite of Passage: Wednesday, May 14, 2025, 5:00 – 7:30 p.m., CCE – North City Campus

Commencement: Friday, May 30, 2025, 2:00 – 5:00 p.m., Merrill Douglas Stadium

Spring 2025 Semester Pcab Meetings: 2/4, 2/18, 3/4, 3/18, 4/15, 5/6 (Pcab Retreat), 5/20

*Institutional Committees / Special Reports / Spotlight:

2/4/25: Grants (W. Ray); HSI E-3 Curriculum Work Group: Success of AB 1705 Advocacy Effort (P. Gustin, D. Budzynski, J. Bernal)

2/18/25: 2025-2028 Student Equity Plan (L. Maxey; C. Rico)

3/4/25: BARC: First Reading (L. Legaspi); CHP: First Reading (L. Legaspi)

3/18/25: BARC: Second Reading (L. Legaspi); CHP: Second Reading (L. Legaspi); FHP First Reading (I. O'Connor); AANHPI Student Achievement Program and Kapwa Learning Community (P. Guevarra)

4/15/25: FHP Second Reading (I. O'Connor); CEL/LOFT (J. Johnson, T. Williamson, K. Palacios, L. Howell); ACCJC Workgroup Draft First Reading (H. Hoang)

5/6/25: Pcab Retreat

5/20/25: Grants Update (K. Stellmacher; M. Lettieri); CDAIE (J. Sundayo); Accreditation Update / Operations Updates;

Note: The President's Cabinet full agendas with notes will be processed following each meeting and posted on the President's at: <https://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml>