

SAN DIEGO MESA COLLEGE

President's Cabinet

May 17, 2022 | 2:15 – 3:15 p.m. | Zoom

1) CALL TO ORDER: Pamela T. Luster, President

2) PRESIDENT'S REPORT

a) District and Campus Updates: President Pam Luster called the meeting to order. Dr. Luster shared that San Diego Mesa College has chosen to work on a 4/10 work week for the summer semester and will be closed on Fridays. There will be options for some who still want to work 8 hours and then take vacation time to offset that schedule. Please work with your supervisors and managers to create a schedule that makes sense for your department. This is an opportunity for all to take some vacation time while working a regular schedule and be off on Fridays. Dr. Luster will send out an email outlining this schedule for the whole campus. This will begin the week of June 6 and continue through Friday, August 12, 2022. College Police will be on their regular schedule.

Pamela T. Luster

3) STANDING REPORTS - GOVERNANCE

a) Associated Students (AS): AS Vice President, Wencit Hersh, shared the following updates:

Wencit Hersh, AS Vice President

1) AS held a Grad Fest in person to honor the graduates and their achievement.

2) A Spring Fest will be held tomorrow from 10:00 a.m. – 12:00 p.m.

3) Elections were held and there is a new AS board who will begin in the fall semester.

4) Wencit thanked everyone as this is her last President's Cabinet meeting. She shared she will be continuing finishing her degree.

b) Classified Senate (CS): CS President, Eva Parrill, shared the following updates:

Eva Parrill, President
Celebration of Equity and Excellence Raffle:
<https://forms.gle/wpV9vDEHYJmfpAu86>

1) Eva thanked all who helped make Classified Appreciation Week successful; including the administrators, supervisors, and SDCCD Board of Trustees who attending the Classified Awards luncheon. Also thank you to departments who served as scavenger hunt locations, Jacqueline Collins and her team for set up and facility support, and to Beth who helped provide guidance on the Classified Awards event.

<https://forms.gle/wpV9vDEHYJmfpAu86>

2) CS is sponsoring a set of tickets for the Celebration of Equity and Excellence in June honoring President Luster. These tickets will be held via an opportunity drawing; complete the form to enter this drawing.

3) CS held a regular meeting last week and discussed professional learning opportunities coming this summer and next fall. Soon-Ah Fadness presented on the AFT mentoring program and they are taking applications for next semester. This is a program that AFT has created to provide credit towards salary advancement and also providing structure for mentoring relationships among classified professionals on campus. The Classicon event was also discussed which will be held June 7-9, 2022. The registration for Classicon is now open and the programs will be held in a hybrid format. Classicon will also include lunches and sports day for community building.

4) Eva shared that she will be stepping down in her role as CS President. She applied for a leave of study to pursue a Masters of Library Science degree at San Jose State and was accepted. Mona King will be stepping into the role of president and a special election will be held for the Vice President position.

c) Academic Senate (AS): AS President, John Crocitti, shared the following updates:

1) AS held their last meeting yesterday where three guests presented. Dean Bridget Herrin presented data on short-term classes. Kelly Spoon, Janue Johnson, and Erin Evans presented on faculty professional learning. Veronica Gerace presented on the Black Student Success Institute.

2) The AS meeting was a long meeting and John shared it was his sincere hope that the divisions he now sees among faculty and others heal to come together and face the future as an institution and make it successful.

John Crocitti, President

4) INSTITUTIONAL COMMITTEE REPORTS*

a) Classified Hiring Priority (CHP) List – Second Reading.

Action Item: A motion was made to accept the Classified Hiring Priority List by Manuel Vélez; Second: Eva Parrill. There were no questions or further discussions. The CHP List was approved unanimously.

Ellen shared that this version has been revised from the discussion held on May 3, 2022 where it was requested that the Admin Techs in the LRC areas to be better defined in parentheses on the list. The final version of the CHP list was shared on-screen.

E. Engels
CHP Revised Final List:
https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/CHP_21-22_Ranked_List_Revised_Final.pdf

b) Outcomes Assessment Cycle Changes: Second Reading.

Action Item: A motion was made to accept the Outcomes Assessment Cycle Changes by Manuel Vélez; Second: Paula Gustin. There were no questions or further discussions. The Outcomes Assessment Cycle document was approved unanimously.

c) Resource Alignment Plan: Dean Bridget Herrin shared this information item from the Resource Alignment Work Group that consists of representatives from Program Review, Steering Committee, Faculty Hiring Prioritization, Classified Hiring Prioritization and Budget Allocation Recommendation Committees. This has been worked on in the last year to make sure Mesa College is meaningfully aligning our resource allocation process up to the Roadmap, Mesa 2030 Strategic Plan and they also look at ways to align the prioritization process under a shared set of values. Program Review has approved the Program Review portion of that process and the resource groups are working now to develop a shared set of questions and items that will be on a rubric for the prioritization process. Dean Herrin shared that this process is still ongoing and will extend into summer via a summer workgroup. They are looking for volunteers from CHP, FHP, BARC, Program Review, and PIEC to help build this Taskstream replacement system. They are also looking for representatives from each school to participate in the building of the outcomes spaces noted in the last agenda item.

B. Herrin
Outcomes Assessment Cycle Changes: Second Reading
https://www.sdmesa.edu/about-mesa/office-of-the-president/presentation-documents/Outcomes_Assessment_Cycle_Changes_second_reading.pdf

B. Herrin
Summer Workgroup Form:
https://docs.google.com/forms/d/e/1FAIpQLSeR3NjGil4YIO9N-PzYiKd7pnMTgIxTGuxrD54tbSSOpVb1DA/viewform?usp=sf_link

5) SPECIAL REPORTS

Dr. Luster shared that all just received a message from Suzanne Khambata for the Mesa Cares Program. President Luster stated there are a lot of people in many communities that are really hurting right now over the violence that occurred over the weekend on May 14, 2022. Mesa College is providing opportunities for people to check in with Student Health Services, students and employees, and know that as we share these experiences with each other, it has an impact on us. As a community we can support each other and our students to stay hopeful. She encouraged all to read the email, connect students with Mesa Cares, as well as connect ourselves with one another and know that in this District we have fantastic mental health support.

P. Luster

6) OPERATIONS

a) Accreditation: Dean of Institutional Effectiveness and Accreditation Liaison Officer, Bridget Herrin, shared that the work continues on Draft 1.5 and she thanked the Standard Leads and especially the Faculty Coordinator,

B. Herrin
Draft link:
<https://sdccd0.sharepoint.com/:b/s/AccreditationSteerin>

Lisa Shapiro. About one-half of the Standards are fully fleshed-out, written with evidence, and about 60 Standards where there is missing evidence. They are looking at all the experts across the campus to help find all the evidence to support the Standards. Please review the draft (link provided) especially to areas to which you have special knowledge.

They are also discussing what might be included in the Quality Focus Essay and that will be the next big task on the report that will begin work in the fall semester. If anyone has an idea what should be included in the Quality Focus Essay that is guided by the Roadmap and Mesa2030. The Essay is asking us to be very specific and intentional and develop projects. They are currently looking at ways of which some of the work around campus might link to the Roadmap in different ways and leverage them into the Quality Focus Essay. All may contact colleagues who are serving on the Accreditation Steering Committee, or your colleague on the Classified or Academic Senate and they can bring it to the attention of the Accreditation Steering Committee.

The Accreditation Steering Committee will be sharing a draft early in the fall semester.

b) Student Services Updates: Vice President of Student Services, Ashanti Hands, gave the following updates:

1) Dr. Hands thanked President Luster for mentioning the hard-breaking, tragic incident that took place this weekend in Buffalo; there was also things that occurred in Orange County with church shootings. Ashanti stated she had the opportunity to attend a meeting and asked attendees to put things in to the chat about where they were mentally and physically with what was going on. This is impacting people in tremendous ways and she appreciates an outlet for us to be able to pause and reflect in the spaces that we exist. She is grateful to Student Health Services for the Mesa Cares event and always being at the ready to make sure that those spaces exist. This event will have a wreath, candles, sticky notes to express feelings, and will have information about more private healing spaces and ongoing opportunities, particularly for students, to be able to engage the dialogue and process/unpack their feelings.

2) This week Mesa College will be hosting a Veterans and an Asian Pacific Islanders recognition celebrations.

3) Dr. Hands thanked Ailene Crakes for the work to update the online student orientation which now includes students in the videos that represent our alumni, EOPS, NextUp, Outreach mentors, Veterans, Career Ambassadors, Outreach Ambassadors, interns,

[gCommittee/EZPhwhA4HdJHrgLg7Tyzi8EBHkRJRzRm81k1ZYD7EC7Y8Q?e=rVY7Rf](https://forms.office.com/r/Y9nBVvzpiG)

Feedback Form: <https://forms.office.com/r/Y9nBVvzpiG>

A. Hands

USC Race and Equity Center link:

<https://equityconnect.usc.edu/register/aa9a4c00-af66-4d6f-afaa-c1a9d83dc0cb>

Student Services Monthly Update for April 2022:

<https://www.sdmesa.edu/student-services/reports/Monthly%20Update%20Apr%202022.pdf>

employees, re-entry students, Peer Navigators, and career counselors. Also updated the tour to include Humanities, Arts and Languages, Business and Technology, the Quad and the new The Stand Resource Center. A new segment on Career Before Education planning and student testimonials on academics, student services, student life, pay for college, and the resource centers. All videos have been captioned in English and Spanish and they are currently in the process of captioning them in Vietnamese.

4) Dr. Hands encouraged all to check out the email sent by the LOFT regarding the Equity Connect Portal. This is a virtual community for all of the USC, Race and Equity Alliance College employees to access racial equity resources, post questions, and get advice for best practices. Also, please read Anne Hedekin's email about transfer updates to make sure you know how to support our transfer students at this time. They want to be able to highlight students who are transferring; if you know any transfer students please ask them to stop by the Career Transfer Center to let them know where they are transferring so that we can highlight their success.

5) Dr. Hands asked all to check out the email from Mesa Stand regarding referrals for baby formula for students with infants.

6) The Student Services monthly update for 2022 has been posted and includes what individual departments are doing and highlights in general.

c) Instructional Updates: Vice President of Student Services, Isabel O'Connor, gave the following updates:

1) Dr. O'Connor stated she saw the videos that Ailene premiered at Deans' Council today and they were very nicely done.

2) They have been working very hard and last week was special because of all the special celebrations from STEM Student Success Day and a thank you goes to Danica Moore for her idea and lion's share of the work. Also, the opening of the amazing pro-bono community clinic – thank you and congratulations to Tina and all of Allied Health team.

3) Dr. O'Connor stated on Saturday Vet Tech held its annual open house and it was beyond amazing – it was great to see so many community members come visit and meet Oscar the steer in person and was playing with one of the dogs who was visiting, and she was proud to be the VPI when she interacted with amazing students who explained to the community members about the program, the animals and how they are cared

I. O'Connor

for the animals. Congratulations to Tina, Dr. Jeaneal Davis and the entire team.

4) The Mesa College Research Conference was held which for the first time had an oral presentation and awards.

5) Open enrollment has started as of yesterday and they are looking at the classes that began on June 6 – they are doing very well with a few exceptions and are working to highlight those classes. They will also look closer at the courses beginning June 21, 2022. The summer schedule is mainly online; the breakdown is 76% online and 24% face-to-face. Many of the 24% are courses are conditioning for athletes. Re: Fall semester – they are still in the process of entering and cleaning up the fall schedule. Not all departments have entered all of their course offerings but they are at about 51% face-to-face, 47% fully online and the rest is off-campus which includes the high school. These percentages are constantly changing - they will soon have a much better and accurate idea of what the fall semester will look like.

5) The Mesa College Research Conference was held which for the first time had an oral presentation and awards.

d) Administrative Services Updates: Events and Operations Administrator, Jacqueline Collins, gave the following updates:

1) The COVID-19 on-campus testing site closes this Friday and will be the last day that staff and students can test on site. There are some rapid tests available upon request; if you need them please go to shipping and receiving.

2) Commencement is Friday, May 27, 2022, 4:00 p.m. All are reminded to please be prepared for the possibility of heat at this event by dressing accordingly, proper shoes, clothing, and sunscreen. The regalia is in route and those will be delivered to offices and mail stops and those who ordered will be notified.

3) Volunteers are needed for both Commencement and the Retirement Gala event for President Luster. If you are available on May 27 before and after Commencement or on June 10 before or after the event please contact Jacqueline.

e) Mesa Pathways: Marisa Alioto, co-chair of the Mesa Pathways Committee, provided the following updates:

1) Academic and Career Pathways – the ACP descriptions, presentations of the final drafts of these additive documents have been to both Deans' Council

J. Collins for L. Legaspi

Marisa Alioto, Howard Eskew

and Committee on Chairs and feedback has been received. They are hoping to have the final versions of these published by the end of the semester. Their last meeting is Wednesday, May 25, 2022, 12:45 – 2:15 p.m.

2) At the MPC meeting last Wednesday which was held on campus, Jennifer Kearns presented some icons to accompany these amazing Academic and Career Pathway descriptions. These will be paired on the website with their descriptions to introduce these ACPs.

3) Student Success Project Teams: The Team presented the structure at the campus community forum last week on May 10, 2022. They are in the process of finalizing team composition for the pilot in the fall as well as identifying the ACP to be piloted.

4) Thank you to all of the workgroups, project team members, MPC members and all that have shared in the work that was done over the past year. It has been great to collaborate with so many different entities across the campus community and they are very grateful for all of the work that has been done and they are excited for the next academic year and future collaborations.

7) ACTION ITEMS:

Calendar:

May 27, 2022, 4:00 p.m., Commencement, Merrill Douglas Stadium

June 7-9, 2022, Classicon Week. Luncheon on 6/7/22, 12:00 p.m.

Spring 2022 Pcab Meetings: 2/1, 2/15, 3/1, 3/15, 4/5, 4/19, 4/26 (Pcab Retreat), 5/3, 5/17

***INSTITUTIONAL COMMITTEE REPORTS:**

2-1-22: Facilities / Safety (L Legaspi; M. Fay)

2-15-22:

3-1-22: Environmental Sustainability Committee (D. Leavitt), Student Equity & Achievement (A. Crakes, L. Maxey, A. MacNeill)

3-15-22: ACCJC Annual Reports (Herrin); BARC 1st Read (Legaspi); District Strategic Plan Consultants and PIEC (Meeting will be held 2:15 – 5:15 p.m.)

4-5-22: BARC (L. Legaspi – 2nd read); MIT (D. Fierro)

4-19-22: Mesa Pathways (H. Eskew, M. Alioto); FHP (I. O'Connor, J. Crocitti)

4-26-22: President's Cabinet Retreat, 2:15 – 5:00 p.m.

5-3-22: Campus Employee Learning Committee - CEL (J. Johnson, E. Parrill, A. MacNeill), Classified Hiring Priority (CHP) List – First Reading (E. Engels)

5-17-22: Classified Hiring Priority (CHP) List – Second Reading (E. Engels); Outcomes Assessment Cycle Changes: Second Reading followed by Campus Celebration.

Announcements:

Chat:

Mesa Cares Email



Mesa College Community,

Saturday, May 14th, was a heartbreaking day for many across the country. The news reported that a gunman opened fire in a Buffalo New York grocery store. NAACP Branch President Linda Foster stated, "This is a devastating time for our country. Racial hatred must be courageously addressed and rooted out. Racism is an illness that must be remedied".

Our Mesa College Community recognizes that some, after hearing the devastating news, might be feeling uneasy, anxious, worried, saddened and stressed.

Everyone is invited to come to Student Health Services I400-209 where you will find our Mesa Cares table with a wreath and candles. Please feel free to write on sticky notes provided, expressing your feelings and thoughts, which can then be placed on the wreath. Support is also available in Student Health Services for students who need a more private healing space.

From Victoria, Dean Of Student Affairs to Everyone 02:57 PM

If you would like to volunteer during Commencement on May 27th, we would love to have you assist! Please sign up to volunteer by clicking <https://www.emailmeform.com/builder/form/485bwvg5sP0L46f3e1yTa>

700 graduates are anticipated and 100 faculty members that have confirmed participation.

From Blythe Barton (she/hers) to Everyone 03:01 PM

TERRA FIRMA

A Mesa College Dance Concert

<https://bit.ly/TicketsMesaDanceSp22>

May 19, 20, 21. 7:30 pm

May 21. 4:30 pm

San Diego Mesa College

Apolliad Theatre

Note: The President's Cabinet full agendas with notes are posted on the President's webpage located at: <http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-agenda-outcomes.shtml>