



**San Diego Mesa College
Academic Senate
Committee of Chairs (COC)
Virtual Meeting
April 13, 2022
MINUTES**

Present:

Chair of Chairs Paula Hjorth-Gustin, Mark Abajian, Valerie Abe, Sandra Belew, Donna Budzynski, Jennifer Carmichael, Jarred Collins, John Crocitti, Todd Curran, Ian Duckles, Christie Dupraw, Alison Gurganus, Michael Harrison, Erika Higginbotham, Amanda Johnston, Ken Kuniyuki, Tara Maciel, Bryan Malinis, Dina Miyoshi, Ryan Mongelluzzo, Jill Moreno Ikari, Alison Primoza, Nathan Resch, Cynthia Rico, Jennifer Sime, Irena Stojimirovic, Leslie Styles, Chris Sullivan, Carlos Toth, Oscar V. Torres, Manuel Vélez, Walter Duane Wesley, Todd White, Robert Wong, George Ye and Guests FACCC President Wendy Brill-Wynkoop, Dean Bridget Herrin, Mary Gwin, Andrew Hoffman and Sharon Hughes

Excused Absences:

Nellie Dougherty and Bruce Naschak

I. CALL TO ORDER AND WELCOME by Chair of Chairs Paula Gustin @ 2:31PM.

II. APPROVAL OF DRAFT AGENDA:

A. Chair of Chairs Paula Gustin added Reassigned Time Changes to General News.

B. Chair of Chairs Paula Gustin tabled the Report on Enrollment Trends from Fall 2014 – Fall 2021.

Motion to approve with changes from Paula Gustin:

M/S Primoza/ Stojimirovic

UNANIMOUS

III. GUESTS:

A. Dean Herrin's Second 8 Week Classes Enrollment Data Report was sent to the DL for Mesa College Department Chairs:

The summary below was reviewed by Dean Bridget Herrin and Chair of Chairs Paula Gustin:

1. Chair of Chairs Paula Gustin reported the data is being reviewed by the Enrollment Management Workgroup.
2. Who are the Students who are enrolling in the second 8-week courses?
 - a. 55% - 60% are also enrolled full time and some are enrolled in at least one first 8-week class.
 - b. The Success Rate for second 8-week classes is 67% – 76%, which is a big variation.
 - c. Black and LatinX Students are over represented in second 8-week class enrollment.
 - d. More female Students are enrolling in second 8 week classes.
 - e. More 18-24 year olds are enrolling in second 8 week classes than other age groups.
3. The percentage of Students who maintain full time status in our district has been static during the pandemic.
 - a. Mesa College has seen a big drop.
 - This may be the result of more Mesa College Students enrolling in online classes at City College and Miramar College because our district scheduled more classes online during the pandemic.
4. Spring 2022 did not mirror the data for previous semesters.
5. Females are passing classes at a higher rate.
6. There is a significant equity gap.
 - a. The equity data will need to be further assessed.
7. Ryan Mongelluzzo asked if Students who dropped a class before the census date are included in the success data.
8. Carlos Toth reported half of the Students enrolled in one of his online classes last semester had fraudulent accounts.
 - a. Chair of Chairs Paula Gustin reported the state is investing over 300 million dollars to combat the fraud.
9. Cynthia Rico said it is great to see Students enrolling in second 8 week courses early in the semester.
 - a. It shows that developing Education Plans with Counselors is helping Students know which classes they need to take.

B. Mary Gwin/Academic Affairs Committee - Assessing the Need for a Campus wide Testing Center (A Faculty Perspective): Gwin

1. The Academic Senate asked the Senators to share the issues they want the body to address during the 2021-2022 academic year in fall 2021.
 - a. 27 Academic Senate Members responded to the survey.
 - b. The Campus wide Testing Center received the most interest.
2. The Academic Affairs Committee developed the Faculty survey questions with the assistance of the Associated Student Government (ASG) and ASG President Natalia Trinh.
3. The Academic Affairs Committee sent the survey to the DLs for Contract and Adjunct Faculty.
4. The Academic Affairs Committee conducted background research on Campus wide Testing Centers.
 - a. Mesa College had a Testing Center in the early 1990s.
 - b. Budget/Allocation of Resources Committee (BARC) requests have been submitted for a Testing Center in recent years.
 - c. The Academic Affairs Committee identified major hurdles to the creation of a Campus wide Testing Center.
 - d. Mesa College Faculty have been making do without access to a Campus wide Testing Center.
 - e. Some schools charge Students for access to their Test Proctoring Center.
 - f. Mira Costa Community College in Oceanside has a Test Proctoring Center.
5. Survey Results:
 - a. We received responses from 118 Faculty Members.
 - b. Almost half reported they have limited time available to give assessments outside of class time.
 - c. Faculty are not supposed to let Students take an exam during a class they are not enrolled in.
 - d. One comment was the need for Test Proctoring Software for online classes.
 - e. How likely do you think Students might benefit from an on-campus testing or "make-up" center?
 - Not Likely (11.3%)
 - Somewhat Likely (28.7%)
 - Likely (21.7%)
 - Very Likely (38.3%)
 - f. How likely do you think grades might improve if an on-campus testing or "make-up" center was available to the general Student population?
 - Not Likely (27.4%)
 - Somewhat Likely (31%)
 - Likely (29.2%)
 - Very Likely (12.4%)
6. Chris Sullivan said there does not seem to be an overwhelming desire for a Campus wide Testing Center.
 - a. Mary Gwin said it may be due to the fact that Faculty has learned to make do without access to a Campus wide Test Proctoring Center at Mesa College.
7. Donna Budzynski said Students need access to a Campus wide Testing Center sometimes, but not all the time.
 - a. It is difficult for Adjunct Faculty to be available to give Students make up exams.
 - They have to work at multiple campuses.

IV. APPROVAL OF MINUTES: March 23, 2022

A. Dina Miyoshi submitted changes to the Evaluation Process discussion:

Motion to approve with changes from Dina Miyoshi:

M/S

Stojimirovic/Cynthia

1 Abstain
Johnston

V. OLD BUSINESS:

A. Planning for Fall 2022 and Spring 2023: Gustin

1. General News: Gustin
 - a. Reassigned/Release Time for Department Chairs:
 - The district wants to change reassigned/release time based on enrollment declines during the pandemic.
 - Jim Mahler is working to keep the same established reassigned/release time for the next three (3) years.
 - Ian Duckles said the Department Chairs should be "Held Harmless".
 - Ian Duckles reported the next step is to sunshine the issue during the next Board of Trustees meeting.
 - The current contract ends this year, but the terms of the current contract will remain in place until Faculty approves a new contract.
2. Report of Enrollment Trends From Fall 2014 – Fall 2021: Budzynski (Tabled)
3. STEM and Platinum V (Golden IV & Ethnic Studies) Enrollment Strategies: Rico (Tabled)

B. Department Chairs Input for Modifications of Faculty Evaluation Process: Dina Miyoshi

1. Two current and two draft evaluation documents were sent to the DLs for Contract and Adjunct Faculty for the April 11th Academic Senate meeting.
2. Mark Abajian said Mesa College needs a more robust Online Faculty Evaluation Process.
 - a. The Student Evaluation Form needs to be different for face to face and online asynchronous classes.
 - b. There are no questions about core components for online classes.
 - c. We need a separate document for online classes.
 - d. Southwestern College has different documents for online and online hybrid classes.
 - e. Chair of Chairs Paula Gustin agrees with Mark Abajian.
3. Dina Miyoshi reported these initial draft documents emanated from the Distance Education Committee.
4. Dina Miyoshi reported since she is not a fully online asynchronous Instructor, she does not feel she can develop a separate Faculty Evaluation document for online classes on her own and this should emanate from Faculty experts and/or the Distance Education (DE) Committee.
5. Chair of Chairs Paula Gustin asked Mark Abajian if he can provide suggestions for verbiage for an online evaluation form.
6. Mark Abajian reported Faculty at other colleges are required to complete training in order to conduct evaluation of Online Asynchronous classes.

VI. NEW BUSINESS:

A. AB 705 Updates: Hoffman/Sullivan

1. English Department Chair Chris Sullivan reported the Mesa College English Department deactivated English 47, 48 and 49 to clean up the catalog, but there are some 23 advisories that are impacted.
2. Mesa College Curriculum Review Committee (CRC) Faculty Co-Chair Andrew Hoffman reported:

"I came to the meeting to let the chairs know about the removal of English Basic Skills advisories from curriculum across the board. The district office will automatically remove them from all courses that are offered at multiple campuses. The CRC is removing them from courses that are offered only at Mesa College. If Faculty decide they want to keep an English advisory, they will need to do a normal revision to curriculum and set the advisory or pre-requisite to ENGL 101 or equivalent.

Basic skills advisories for Math will also be removed, but that action has not yet started as there are some discussions that still need to take place."

- B. AB 1705:** Sullivan/Belew/Wendy Brill-Wynkoop (President - Faculty Association for CA Community Colleges - FACCC)
1. FACCC President Wendy Brill-Wynkoop: [FACCC](#)
 - a. FACCC supports AB 705.
 - b. FACCC opposes AB 1705.
 - We are seeking the same amendments that were approved during the Academic Senate for California Community Colleges (ASCCC) Spring 2022 Plenary Session Resolution vote. ([ASCCC Spring 2022 Resolutions](#))
 - c. AB 1705 eliminates Student access to pre-transfer level English and Math classes.
 - d. Please make your voices heard.
 - e. The original version of AB 1705 may leave Students out who need access to pre transfer level English and Math courses.
 - f. AB 705 has helped take away barriers to Student access.
 - g. Students need access to pre-transfer level courses.
 - h. The California Community Colleges (CCCs) need to be able to maintain our mission by maintaining access for our Students to pre transfer level English and Math courses.
 - i. The FACCC will hold some regional networking opportunities so we can start pushing back against many undesirable statewide mandates.
 - We are hosting a networking opportunity in San Diego on May 6th between 11:00AM and 1:00PM.
 - * Please save the date.
 - * Details to follow.
 2. Chair of Chairs Paula Gustin thanked President Wendy Brill-Wynkoop for clarifying the issue.
 3. Mesa College Curriculum Review Committee (CRC) Faculty Co-Chair Andrew Hoffman asked about the issue of Corequisites.
 - a. President Wendy Brill-Wynkoop said FACCC does not have a problem with Corequisites.
 4. Mesa College CRC Faculty Co-Chair Andrew Hoffman asked if we can shift remediation to non-credit institutions, which would only be allowable in a corequisite model and takes away from lifelong learning.
 - a. Manuel Vélez reported there are two spring 2022 ASCCC resolutions that support lifelong learning.

VII. DEPARTMENT REPORTS: None

VIII. PLANNING/COMMITTEE REPORTS:

A. Academic Affairs: Torres

As reported by Oscar V. Torres:

"The Academic Affairs committee met on April 4th, at 4:15 pm. Items discussed included the establishment of a new sub-committee called the "Constitutional Review committee". Academic Affairs members thought it would be best to wait until the flex week of fall 2022 to look for interested faculty. The task of this committee would be to provide minor edits to our constitution that would not change the overall meaning or interpretation of text. Academic Affairs members also agreed to present our survey data results for an on-campus proctoring center to the Committee of Charis, Wednesday April 13, 2022. Meeting modality for Academic Affairs will continue virtually through the end of the spring 2022 semester. Elections for Senate Executive positions are coming soon, if you know someone who is interested, please have them email otorres002@sdccd.edu "

B. Academic Senate: Crocitti

1. [Spring 2022 Academic Senate for California Community Colleges \(ASCCC\) Plenary Session:](#) [LINK](#)
 - a. Academic Senate President John Crocitti, Immediate Past President Manuel Vélez and Black Studies Department Chair Thekima Mayasa attended the event.
 - b. Resolutions: The votes took place on Saturday.
 - c. The ASCCC passed a resolution to aggregate Asian American Pacific Islander (AAPI) Student data to help with equity targeting since AAPI Students are not a homogenous group.
 - d. There was a lot of debate regarding AB 1705. ([AB 1705](#))

- c. The ASCCC is asking the State Legislature to amend AB1705.
 "Resolved, that the Academic Senate for California Community Colleges seek the following language amendments to AB 1705 (Irwin, 2022) in order to protect the mission and serve the Students of the California community colleges:
 Placement and enrollment of Students in a transfer-level English or Mathematics course should not prevent Students from enrolling in a pre-transfer level English or Mathematics course when a *Student determines* a course fulfills their academic needs based on the desire to:
 - Complete a certificate or Career Technical Education program.
 - Make up for learning loss from the COVID-19 global pandemic or break in education.
 - Build skills or re-skill.
 - Fulfill a lifelong learning priority in written communication and quantitative reasoning courses."
- e. The resolution to create a Handbook on the Cross Disciplinary List of Courses passed.
- f. The resolution to allow courses outside of English and Math to meet English and Math requirements failed 52% to 48%. (It would dilute or find a way to get around GE requirements.)
- g. Changes to the Disciplines List: Asian American Pacific Islanders Studies, Native American Studies and Nanotechnology were added to the Disciplines List.
- h. Resolution on Integrity of Online Learning: It calls for some form of a monitoring system and was approved after one resolve was taken out of the final resolution.

C. Curriculum Review Committee (CRC): Resch

As reported by Nathan Resch:

"As Paula had previously updated, the district proposal to change deadlines for the catalog has been approved at CIC. Mesa representatives voted against the change but were the only opposition. The catalog deadline for program degree, certificate and curriculum changes is moved up to September, which means that CRC will only have one meeting in the Fall to approve curriculum updates in the future.

The Special Designator proposed by City of Design (DSGN) was approved at CIC

The state of California has directed that basic skills courses in Math and English be deactivated. CRC approved deactivation of ENGL 047A, ENGL 048 & ENGL 049, MATH 038 & MATH 046. District will be working to remove ENGL 047A, ENGL 048 & ENGL 049, MATH 038 & MATH 046 advisories from curriculum in conjunction with this effort. The deactivation will not occur until Fall 2023. This means that basic skills advisories should remain in syllabi until Fall 2023. Department chairs can help review accuracy of syllabi and removal of these advisories from syllabi for Fall 2023."

D. Student Services: Rico

[March 2022 Student Services Updates](#)

As reported by Cynthia Rico and Karla Trutna:

1. For summer and fall of 2022 students WILL NOT be dropped for non-payment. However, with that said, just want to share how the registration system is set up, regards to payment. Here are three scenarios:
 - a. If a student registers on day 1 with not fully registering all their courses, then exits out of the system(students dashboard) , and on day 2 (24 hours latter or more) goes back to register for more courses, in this case, **THE STUDENT WILL HAVE A HOLD** on their account due to nonpayment. In this scenario the student MUST PAY what is owed and they can proceed to register for more courses.
 - b. If a student registers for ALL their courses they want, with no intention/needs to enroll in more, the student has no hold and can pay any time before the semester ends. If the student does not pay by the next enrollment cycle a hold will be placed.
 - c. If a student is caught in scenario B, the work around would then b-- the student can drop ALL the courses and then go back to re-enroll in all courses in on one day.
 - d. This process of holds for non-payment has been here for eons, the issue is with the new system there is no clear message to students how many days they have to pay or an attached message encouraging students to apply for financial aid. Likewise, for those students who wish to enroll, do not enroll, as they believe they have to pay immediately and there is no clear messaging about this process.

- e. The District Student Services Council is aware of this process and are looking at improving communication to current and future students.
- 2. Last day for student to apply for spring 2022 graduation is April 30, 2022. Please encourage students who believe they will have all their certificate or associate requirements done by spring 2022 to check in with a counselor (DSPS/EOPS/CalWORKS or General) to double check. Students can apply for graduation on their student dashboard.
- 3. May 2nd and begins priority registration for summer of 2022 and June 22 2022 for fall of 2022. Students are beginning to ask about clearing prerequisites for courses. The process has not change, and just a gentle reminder Counselors continually refer students to check in with chairs on unique questions. It is assumed that chairs will be available/accessible during the months of June, July and early August. However if there are questions on what is communicated to students on this process or how we in student services clear prerequisites, I am happy to touch base with any of you.
- 4. PROGRAM MARKETING IDEA---- An announcement from OUTREACH Coordinator - Karla Trutna
 "The Ambassadors go weekly to each of their assigned high schools, if faculty would like to provide us with marketing flyers/ brochures we can share them with students.

In adding, we are carrying out CCAP presentations with admissions (we have one today with Clairemont).

We also have additional campus visits happening in May as well as Mesa Info Nights. "(Karla will get share these dates soon)

Contact information for OUTREACH is BELOW:

Karla A. Trutna, M.S.

Outreach Coordinator and Assessment Supervisor

San Diego Promise Program Coordinator, Mesa

E. Mesa College Facilities Committee/District Review of Services Committee: No Report

F. Enrollment Management and Instructional Strategic Planning Workgroup: Moreno Ikari

As reported by Jill Moreno Ikari:

"Distance Education class schedule terminology is being reviewed and revised at the district with terms like "online live," "fully online," "partially online," and "hyflex", "Online live: classes have some Zoom class meetings. Courses that use the "hyflex" mode must have a DE designation."

"No news on our application to the CCCC's Strategic Enrollment Management Program."

I. Planning & Institutional Effectiveness (PIE) Committee: Crocitti/Gustin ([March 22, 2022 Committee Share Out](#))

J. President's Cabinet: Crocitti/Gustin//Torres (No Report)

K. Program Review Committee (PRC): Miyoshi (No Report)

L. Mesa Pathways Committee: Alioto/Eskew

As reported by Howard Eskew:

"Academic and Career Pathways (ACP) Descriptions: At the MPC Meeting on Wednesday, March 23rd, via a breakout activity, MPC members edited brief descriptions of our Academic and Career Pathways (ACPs) that were created by our Communications Office. These descriptions are intended to provide students with an introduction to the types of programs, degrees and certificates that fall under each of the eight ACPs. Communications will make the appropriate edits, and these descriptions will be circulated to department chairs and deans for feedback, as well as to students. We hope to have final versions of these ACPs published by the end of the semester.

Student Success Teams Project Team (SST):

The SST project team is currently having discussions on the structure of the student success teams. Identification of core data metrics, which align with the Mesa 2030 Plan have been preliminarily identified and presented to MPC. The SST project team is hoping to increase connections and engagements with students as well as increase integration between instruction and student services. A pilot is slated for next year, and the project team is trying to gauge the interest among members of the campus community for participation in this pilot, and a Student Success Teams Interest Form/Survey has been created and will be sent to the campus community. Please look for an email in your inbox from Mesa Pathways and fill out this brief survey.

Data Coaching Project Team:

The Data Coaching project team continues work on the development of a data coaching handbook.

Technology Project Team:

The updating of course pages with program maps by the Communications Office continues, and discussions are ongoing regarding the process for reviewing and updating programs maps. Additionally, design work to develop unified visual representations and succinct descriptions of the Academic and Career Pathways (ACPs) on the Mesa College website are in the process of being developed (see above).

Onboarding and Career Exploration (OCE) Workgroup:

The OCE Workgroup has transitioned to a project-based model focused on the following areas: Career Exploration in Outreach, Mesa Viewbook, Mesa Journeys Development, Career Exploration in CRUISE/2nd/3rd year CRUISE Development, and Career Exploration Faculty Training (Regional RFA Funding). The SDCCD is also excited to announce the launch of the new and improved district-wide student and alumni online job board, SDCCD Handshake.

Pathways Fellows:

The Fellows continue their work with Financial Aid and the Communications Department to post and cross-promote deadlines and other financial aid information on social media, helping eliminate barriers and creating a greater sense of community with relevant posts students that students will be drawn to. The Fellows are also continuing to curate new Student Stories videos that capture current student and alumni educational journeys here at Mesa College. The Pathways Fellows are working in conjunction with the Mesa Pathways Leadership Team and the Workgroup and Project Team leads to create a retrospective video that will showcase the past five years of Pathways work, including the evolution of Pathways at Mesa, highlight projects and accomplishments, and promote the future of Pathways at Mesa College. This video will premiere at the April 19th PCAB meeting.

Call for Members: Pathways Workgroups and Project Teams: If you are interested in becoming involved in a Pathways workgroup or project team, please reach out to MesaPathways@sdccd.edu.

Next MPC Meeting: Our next MPC Meeting is scheduled for Wednesday, April 13th from 12:45 - 2:15 pm.

To learn more about Mesa Pathways: <https://www.sdmesa.edu/mesa-pathways/>

IX. Announcements/Round Table/For the Good of the Order:

A. Next COC Meeting: April 27, 2022 (Spring 2022 CoC Meeting Schedule: [LINK](#))

X. Adjournment @ 4:09PM:

Motion to adjourn:

M/S

Primoza/Stojimirovic

UNANIMOUS

Submitted by Sue Saetia

Approved by the Committee of Chairs: April 27, 2022