



SAN DIEGO MESA COLLEGE (SDMC)

ACADEMIC SENATE (AS)

April 24, 2023

Room MC 211 A/B

2:20PM – 4:20PM

AGENDA

DRAFT

- I. CALL TO ORDER & WELCOME** by Academic Senate President John Crocitti:
Parliamentarian – Manuel Vélez/Timekeeper – TBD/Speaker Coordinator – TBD
- II. APPROVAL OF DRAFT AGENDA:**
- III. PUBLIC PRESENTATIONS:**
 - A. Associated Student Government (ASG):** ASG President Phoebe Truong/Inter Club Council (ICC) President David Arino
 - B. Classified Professionals:** President Sahar “Mona” King/Vice President Courtney Lee
- IV. PUBLIC COMMENTS:** (6 Minute Maximum Discussion per Item/Topic)(3 Minutes Maximum Discussion per Participant)
- V. APPROVAL OF DRAFT MINUTES:** April 10, 2023 (Please send your changes to Sue Saetia @ ssaetia@sdccd.edu)
- VI. GUEST(s):**
 - A. “Nuventive” Updates – Acting Chancellor Greg Smith & Vice Chancellor Susan Topham/Director Peter Maharaj/Acting Dean Hai Hoang:**
- VII. REPORTS: 3:00PM**
 - A. Committee Reports:**
 - 1. Senate Executive Committees:**
 - a. Academic Affairs (AA) Committee:* Chair David “Das” Odasso (2 Minutes)
 - b. Professional Advancement Committee (PAC):* Chair Janna Braun (No Report)
 - c. Committee of Chairs (COC):* Chair of Chairs Jill Moreno Ikari (1 Minute)
 - d. Curriculum Review Committee (CRC):* Faculty Co-Chair Justin Estep (2 Minutes)
 - e. Program Review Committee (PRC):* Acting Faculty Co-Chair Dina Miyoshi (2 Minutes)
 - 2. Other Committees:**
 - a. The Committee for Diversity Action, Inclusion & Equity (CDAIE):* Chair Judy Sundayo (5 Minutes)
 - b. Mesa Pathways Committee (MPC):* Co-Coordinator Marisa Alioto (5 Minutes)
 - c. Other Committee Reports:* (1 Minute Per Committee)
 - 3. Senate Executive Officer Reports:**
 - a. President Elect:* Andrew Hoffman (No Report)
 - b. Vice President:* Sakeenah Gallardo (No Report)
 - c. Secretary:* Vacant
 - d. Treasurer:* Thekima Mayasa (5 Minutes)
 - e. Senator at Large (1):* Veronica Gerace (2 Minutes)
 - f. Senator at Large (2):* Vacant
 - g. President:* John Crocitti (10 Minutes)
- VIII. NEW BUSINESS: 3:30PM**
 - A. Fall 2023 Senators at Large and Secretary Vacancies:**
- IX. OLD BUSINESS:**
 - A. Updates – Three (3) District Administrative Procedures (AP):** Estep (Second Reading)
 - 1. Category 1 Procedures:** AP 4236 – Advanced Placement of Credit:
 - 2. Category 3 Procedures:** AP 4019 Instructional Program Review/AP 4021 Program Discontinuance:
 - B. Resolution 2023.4.1 – Proposed Constitutional Change (SDMC AS Committee on Elections):** Second Reading
- X. ROUND TABLE TOPIC: (3:45PM)**
- XI. ANNOUNCEMENTS: The Brown Act requires all SDMC AS Standing Committees to meet on campus in spring 2023.**
 - A.** The 2023 Scholarship Awards Ceremony is April 26, 2023 from 4:30PM – 8:00PM in the SDMC Gymnasium.
 - B.** The next SDMC Academic Senate meeting is May 8, 2023 @ 2:20PM (**Relocated to Room LRC 435**).
 - C.** The next Academic Affairs Committee meeting is May 1, 2023 @ 4:15PM in Room A117.
 - D.** The next Committee of Chairs (CoC) meeting is April 26, 2023 @ 2:30PM in Room MC 211 A/B.
 - E.** The next Curriculum Review Committee (CRC) meeting is May 4, 2023 @ 2:15PM in LRC 435.
 - F.** The next SDMC AS Executive Committee meeting is May 1, 2023 @ 2:30PM in Room A117.
 - G.** The next Professional Advancement Committee meeting is May 3, 2023 @ 2:30PM in Room A117.
- XI. ADJOURNMENT:**



**SAN DIEGO MESA COLLEGE (SDMC)
ACADEMIC SENATE (AS)
April 10, 2023
Room LRC 435
2:20PM – 4:20PM
MINUTES**

DRAFT

Present:

Academic Senate President John Crocitti, Gina Abbiate, Lisa Burgert, Janna Braun, Michael Brewer, Henry Browne, Jennifer Cost, Ian Duckles, Justin Estep, Rob Fremland, Veronica Gerace, Helen Greenbergs, Alison Gurganus, Andrew Hoffman, Geoff Johnson, Candace Katungi, Jesse Keller, Sam Lee, Laura Maki, Natalie Mapes, Thekima Mayasa, Dina Miyoshi, Ryan Mongelluzzo, Jill Moreno, Ikari, Katherine Naimark, Scott Plambek, Alison Primoza, Anthony Reuss, Robert Sanchez, Jessica Sardo, Kristian Secor, Irena Stojimirovic, Judy Sundayo, Karen Wait, Sandra Watts and Guests Jennifer Frost Moreno and Manuel Vélez

Absent:

Carlyne Allbee (Excused), Isaac Arguelles-Ibarra (Excused), Nellie Dougherty (Excused), Sakeenah Gallardo (Excused) César López (Proxy to Jennifer Frost Moreno), Dave "Das" Odasso (Excused) and George Svoboda (Excused)

- I. CALL TO ORDER & WELCOME** by Academic Senate President John Crocitti @ 2:22PM.
Parliamentarian – Manuel Vélez/Timekeeper – TBD/Speaker Coordinator – TBD

II. APPROVAL OF DRAFT AGENDA:

Motion to Approve:

M/S

Gerace/Primoza

34 Approve

César López
(Frost Moreno)

1 Abstain

Katungi

III. PUBLIC PRESENTATIONS:

A. Associated Student Government (ASG)/Inter Club Council (ICC): ICC President David Arino

1. The ASG will discuss how we can support "Black Student Success Week" events on April 21st.
2. We are working on establishing a process for the Board of Trustees (BOT) Members to attend one ASG meeting every semester to discuss ways the BOT can support the ASG's current goals and plans.
3. We are holding our spring 2023 elections from May 1st through May 6th.
4. The ASG is discussing the availability of childcare on our campus.
 - a. No SDMC Student who is a parent should have to choose between receiving an education and obtaining childcare.
 - b. The district is working on the issue that includes funding, liability, space, staffing and other issues.
 - c. The ASG is working on reaching out to state and federal officials for funding and other resources our Students need in order to receive childcare.
5. The ASG is holding ongoing discussions about the SDMC Land Acknowledgement Statement and seeking guidance from the California Community Colleges (CCC) System by reviewing their Land Acknowledgement Development Kit.
6. The ASG Diversity Club is developing a workshop for "Cultural Unity Week".
7. The ASG is developing a brochure ("Survival Guide") to inform our Students about the services that are available to them at SDMC and how they can access the services.

B. Classified Professionals: President Sahar “Mona” King/Vice President Courtney Lee (No Report)

IV. PUBLIC COMMENTS:

A. Rob Fremland said the Members of the SDMC AS Committee of Chairs (CoC) who passed the “No Confidence Vote” at the beginning of the tenure of our previous Vice President of Instruction (VPI) should feel vindicated.

1. The Golden West Community College’s Academic Senate passed a “No Confidence Vote” for the same person on March 21, 2023.

V. APPROVAL OF DRAFT MINUTES: March 20, 2023

Motion to Approve:

M/S

Primoza/Gerace

33 Approve

César López
(Frost Moreno)

2 Abstain

Abbate
Mapes

VI. GUEST(s):

A. SDMC President Dr. Ashanti Hands – SDMC Accreditation Institutional Self Evaluation Report (ISER):

1. I hear you loud and clear about your concerns regarding the development process for the current SDMC Accreditation Institutional Self Evaluation Report (ISER).
2. Acting Dean of Institutional Effectiveness (IE) Hai Hoang is working on updating the process to include draft ISER presentations to all the college Shared Governance groups who are required to vote on the document including the Academic and Classified Professionals Senates.
3. We will engage more with the SDMC Shared Governance groups during the next Accreditation Cycle.
4. There will be more opportunities for the members of the SDMC Community to participate in the process during the next cycle.
5. The effort to streamline the process is most likely responsible for the draft document not being brought forward to the Academic Senate earlier in the process.
6. Thank you to the SDMC AS Members for taking the time to review the draft ISER.
7. Thank you to Professor Lisa Shapiro for taking on the majority of the writing duties for the current ISER.

B. Vice Chancellor Michelle Fischthal (Institutional Innovation and Effectiveness):

1. Please let me know how I can support you?
 - a. Please contact me @ mfischth@sdccd.edu.
2. SDCCD Office of Institutional Innovation and Effectiveness:
 - a. Core areas of Responsibility:
 - Continuous improvement in all areas of instruction.
 - Strategic & Integrated Planning
 - Accreditation
 - Innovation
 - Educational Technology

3. There are a lot of barriers to innovation.
 - a. We need to identify the barriers and remove them.
4. Accountability Measures keep going up.
 - a. We need to maintain compliance for programs like the Perkins Grant and Strong Workforce in order to continue to receive needed funding from regional, state, federal and private entities.
 - We have to have data available to support our funding needs.
5. We have to collaborate with all the stakeholders to ensure the continuous evolution of our institution.
6. We encourage and support creative problem solving and innovative approaches.
7. We support the development of new programs.
8. We have to continue to advocate for our Students.

VII. REPORTS:

A. Committee Reports:

1. Senate Executive Committees:

- a. *Academic Affairs (AA) Committee:* Chair David "Das" Odasso (No Report)
- b. *Professional Advancement Committee (PAC):* Chair Janna Braun

Congratulations to 2023 - 2024 Sabbatical Recipients!

Contract Faculty:

- Rebekah Corrales (DSPS Counselor)
- Jennifer Derilo (English)
- Sean Flores (Learning Resources/Academic Support)
- Alison Gurganus (Learning Resources/Academic Support)
- Chris Kalck (EOPS Counselor)
- Kim Lacher (English)
- Irena Stojimirovic (Physical Sciences)

Adjunct Faculty:

- Bailey Bishop (Interior Design)
- c. *Committee of Chairs (COC):* Chair of Chairs Jill Moreno Ikari
 - The next SDMC AS CoC meeting is this Wednesday (April 12, 2023) @ 2:30PM in Room MC 211 A/B.
- d. *Curriculum Review Committee (CRC):* Faculty Co-Chair Justin Estep

As reported by Justin Estep:

"CRC met on 4/6.

CIC meets this week on 4/13.

The next CRC meeting is 4/20.

The 8th edition of the Program and Course Approval Handbook (PCAH) has been released. [Link](#)

The Catalog Committee has gone dormant and was necessary, so we will be attempting to revive it. If you have an interest in the Catalog Committee, please let me know."

- e. *Program Review Committee (PRC)*: Acting Faculty Co-Chair Dina Miyoshi

As reported by Dina Miyoshi:

"The Resource Requests were due April 5th and those requests are now being reviewed by the appropriate committees. A reminder that completed program reviews (using the template) are due by May 31st to the Office of Institutional Effectiveness."

2. Other Committees:

- a. *The Committee for Diversity Action, Inclusion & Equity (CDAIE)*: Chair Judy Sundayo

As reported by Judy Sundayo:

- "CDAIE last met on 4-7-23, with 17 persons attending.
- CDAIE made their annual presentation to PCAB on 3-21-23, including presentations from the subcommittees on organizational issues, marketing, personal/professional development, FPAC, Women's Studies, Asian Pacific American Islander, International Education, LGBTQIA+ and the Student Diversity Committee.
- The committee encourages the celebration of Arab American Heritage Month this April.
- The committee reviewed the recommended calendar of events for Cultural Unity Week, coming up next week, April 17th - 21st. A list of events will be sent out shortly.
- Festival of Colors, the annual celebration of diverse cultures through music, art, dance, drama, poetry and storytelling, will be held on Thursday April 20th will take place live in the Quad on campus. Please be prepared. There will be drumming!
- CDAIE'S subcommittee on Personal and Professional Development presented the Land Acknowledgement to the Classified Professional Senate.
- The Mesa College Pride Center's Lavender Graduation is scheduled for Monday, May 8th from 5:30 - 7 pm in the Pride Center.
- Pride Center Director, Lucio Lira will be presenting at the 2023 CCC LGBTQIA+ Summit, which will be held virtually April 19-20th from 9 am - 2 pm. For more information contact Lucio at llira@sdccd.edu
- The lactation pods are now on campus, one in the Allied Health Bldg. and one in the Math/Science Bldg., are on campus and will be operational soon. The lactation room, currently located in G-212, will remain operational and is currently available for students, faculty and staff.
- CDAIE will meet next on Friday, May 5, 2023, from 9 am - 11 am."

- b. *Mesa Pathways Committee (MPC)*: Co-Coordinator Marisa Alioto

Report from Co-Coordinator Howard Eskew was forwarded to the DL for SDMC AS:

"Academic and Career Pathways: Education and Guidance ACP:

As a reminder, the Education & Guidance ACP are focused on two spring events at which they will promote this pathway for interested students:

- April 17, 2023: The Education & Guidance Gala will take place from 11am-1pm in MC 211A/B. Attendees are invited to learn about programs and disciplines in the Education & Guidance ACP. No registration is required, walk-ins are welcomed, and lunch will be provided!
- April 21, 2023: At the Future Educators Summit (Teacher Education), high school students will come to Mesa to obtain information about pathways in Education. Participants will include our Teacher Education students, four-year partner institutions, and K-12 feeder district reps.

Mesa Success Coaches:

We are pleased to share that the recruitment of Mesa Success Coaches will begin later this month, and a letter will be sent to the campus community by President Hands to encourage involvement, with follow up via email communication and presentations at constituency groups. Ian Duckles will be presenting to PCAB on Tuesday, April 18th, so stay tuned for more information on how you can get involved as a Mesa Success Coach. This volunteer opportunity will be available to administrators, faculty, and classified professionals

Data Coaching:

As the Data Coaching workgroup continues updates to their Canvas Shell, the workgroup will be taking a short break for the rest of this semester, and will reconvene in the fall to reevaluate opportunities to continue the work. Leads Gina Abbate and Anda McComb have worked diligently to develop a comprehensive pilot program, which resulted in the training of 3 amazing data coaches, and Mesa Pathways is proud to have supported this amazing project this past year.

Onboarding and Career Exploration:

At the end of the spring semester, OCE will be sunsetting as a Mesa Pathways workgroup, but the work will continue and will live on in various settings throughout campus. We are grateful for the leadership of project leads Olivia Picolla, Shawn Fawcett, and Rachel Russell, and are eager to see the end result of the Mesa Launchboard; A Career Exploration Guide and the updated Mesa Journeys 3000 as their final projects.

Pathways Fellows:

As the spring 2023 semester draws to a close, the Pathways Fellows will also be sunsetting. We are proud to reflect on their incredible accomplishments and the Fellows created a video to highlight their work over the past year, which was previewed at PCAB on Tuesday, April 4th. Throughout the academic year, the Fellows have actively participated in a variety of initiatives, gaining invaluable insight into the developmental phases of Guided Pathways. They have provided faculty and staff with a unique perspective and are excited to see their positive influence in the next phase. This video offers a glimpse of the many achievements of the outstanding fellows and can be watched here: <https://youtu.be/5pekrQewLOc>

A special thank you to the leadership of Trina Larson, as well as Lead Fellow, Dani Perez-Padilla, for their leadership of this outstanding group of students. The student voice plays a critical role in informing our work, and Mesa Pathways will continue to be intentional in its efforts to obtain the student voice in our ongoing and future initiatives.

Technology:

This workgroup continues to identify additional resources to add to the Academic and Career Pathways (ACP) web pages, which will likely include information related to relevant clubs, campus centers, career information and other resources identified by programs within the various ACPs. The Office of Communications is also developing videos to promote the ACPs.

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 Marisa Alioto (malioto@sdccd.edu) or to Howard Eskew (heskew@sdccd.edu).

Next MPC Meeting: Our next MPC meeting will take place on April 26th from 12:45 - 2:15pm (meetings are held online via Zoom). Our next Mesa Pathways Working Meeting will take place on April 12th from 12:45 - 2:15pm online via Zoom.

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

c. *Other Committee Reports:*

Environmental Sustainability Committee:

As reported by Alison Primoza:

"The ESC workshops on how to earn a LEAF for your courses, which were held last month on 2 days, were well attended with enthusiastic attendees. Please reach out if you or a colleague need assistance we are happy to help. The reward is both an ESU and a leaf on your course in the fall class schedule.

The ESC is working on an "EcoMesa: Green Pledge" an initiative meant to involve all entities at Mesa in sustainability. We hope to distribute it and announce some pledged groups on April 26 at the Earth Fair.

Here is the content of the draft pledge:

In order to ensure and support San Diego Mesa College in reaching its environmental sustainability goals, [name of your group] commits to the following:

1. To the greatest extent possible, we will no longer purchase or supply drinks contained in plastic bottles or packaging in our meetings or any events that we hold;
2. We will limit new purchases of decorations/supplies (ie. plastic signs, tablecloths, art supplies, utensils, etc...) and instead focus on reusing what we already own;
3. We will incorporate environmental sustainability as a topic in at least one meeting or event per semester, in order to increase climate literacy and action at San Diego Mesa College;
4. We will participate in advocating for and support the implementation of environmental sustainability policies at San Diego Mesa College

Our goal in committing to uphold environmental sustainability in the ways fore stated and to the best of our ability is to begin to work toward preventing the worst impacts of climate change and climate injustice.

Please send me your suggestions for improving the pledge."

3. Senate Executive Officer Reports:

- a. *President Elect:* Andrew Hoffman (No Report)
- b. *Vice President:* Sakeenah Gallardo (No Report)
- c. *Secretary:* Vacant
- d. *Treasurer:* Thekima Mayasa

- Thekima Mayasa reported the SDMC AS is awarding three (3) \$500.00 scholarships this year.
- We were not able to award our second scholarship last year.
- Congratulations the 2023 SDMC AS Scholarship Recipients!
 - * Catherine Brown
 - * Nathan Dinh
 - * Sofia Lopez-Orraca

- e. *Senator at Large (1):* Veronica Gerace

Upcoming Events:

- "2023 SDCCD Black Student Success Summit": A virtual summit for and SDCCD Students and Employees.
Date: Friday (April 21, 2023) 8:30AM – 11:00AM
Register in Advance: [LINK](#)
- "So...What Are You?" "What Should We Call You"
Panel & Group Discussions about Labels and Inclusion

Date: Tuesday (April 25, 2023) 2:30PM – 4:00PM

Location: The Learning Opportunities for Transformation (LOFT) LRC 4th Floor

f. *Senator at Large (2)*: Vacant

g. *President*: John Crocitti

As reported by John Crocitti:

- “I reported on Greg Smith's rebuttal of a statewide audit that found SDCCD holding several million dollars in unspent state money budgeted for hiring full-time faculty. Smith said that the money from the state remained the same each year, therefore failing to keep up with step-increases that FT faculty receive. SDCCD must calculate into the future how much a new FT hire will receive in salary. That is why not as many FT faculty are hired as the initial budget might have implied. I stated that SDCCD is well above its Faculty Obligation Number and is currently under no legal obligation to hire more FT faculty. Replacement of retiring faculty will continue.
- I reported that the SDCCD Police Task Force decided that Mental Health Clinicians will be under Student Services instead under the SDCCD Police Department. New, less militaristic black police uniforms will be piloted. Plans are to create a Student Cadet Force, to be employed as NANCES, to perform non-enforcement services on our campuses.”

VIII. NEW BUSINESS:

A. Updates – Three (3) District Administrative Procedures (AP): Estep

As reported by CRC Faculty Co-Chair Justin Estep:

1. Category 1 Procedures:

New and/or major revisions to policies and/or procedures that are not required by law or regulation, but are recommended by the respective office of responsibility. This category has the most extensive review process.

a. *AP 4236* - Advanced Placement of Credit:

- Optional Procedure:

AB 1342 amended Education Code to encourage districts to engage in international education as resources permit.

New procedure on Advanced Placement (AP) Credit.

2. Category 3 Procedures:

Technical and/or non-substantive revisions to policies and/or procedures, such as reference updates, title changes, or policies and procedures that are being reviewed for currency but not undergoing significant revision.

a. *AP 4019* - Instructional Program Review:

- Minor technical revisions: change number to align with CCLC; update college names
- Change number from 5019 to 4019. (Update Continuing Education to College of Continuing Education.)”

b. *AP 4021* - Program Discontinuance:

- Minor technical revisions: change number to align with CCLC; update college names
- Change number from 5021 to 4021 (to match Community College League of California). Update Continuing Education to College of Continuing Education.

Motion to Move the items as “Old Business” to the April 24, 2023 agenda for discussion and potential vote:

M/S

Johnson/Duckles

UNANIMOUS

César López

(Frost Moreno)

B. Resolution 2023.4.1 – Proposes Constitutional Changes (Duties of the Committee on Elections: Gerace

1. Have a plan in place to recruit qualified candidates for each year's SDMC AS election of Executive Members.
2. Inform Faculty about the important role of the Academic Senate and the Academic Senate Executive Committee Members at San Diego Mesa College.
3. Conduct formal "Sense of the Faculty" surveys about important issues.

Motion to Move the item as "Old Business" to the April 24, 2023 agenda for discussion and potential vote:

M/S

Mayasa/Hoffman

UNANIMOUS

César López

(Frost Moreno)

IX. OLD BUSINESS: None

X. ROUND TABLE TOPIC: None

XI. ANNOUNCEMENTS:

- A. The 2023 Scholarship Award Ceremony is Wednesday (April 26, 2023) from 4:30PM – 8:00PM in the SDMC Gymnasium.
- B. The 2023 SDMC Commencement Ceremony is Friday (May 26, 2023) @ 2:00PM at SDMC's Merrill Douglas Stadium.
- C. The next SDMC Academic Senate meeting is April 24, 2023 @ 2:20PM in Room MC 211 A/B.
- D. The next Academic Affairs Committee meeting is April 17, 2023 @ 4:15PM in Room A117.
- E. The next Committee of Chairs (CoC) meeting is April 12, 2023 @ 2:30PM in Room MC 211 A/B.
- F. The next Curriculum Review Committee (CRC) meeting is April 20, 2023 @ 2:15PM in LRC 435.
- G. The next SDMC AS Executive Committee meeting is April 17, 2023 @ 2:30PM in Room A117.
- H. The next Professional Advancement Committee meeting is April 19, 2023 @ 2:30PM in Room A117.

XI. MEETING EXTENSION:

Motion to Extend the Meeting 15 Additional Minutes:

M/S

Sundayo/Johnson

UNANIMOUS

César López

(Frost Moreno)

XII. ADJOURNMENT @ 4:28PM:

Motion to adjourn:

M/S

Johnson/Moreno Ikari

UNANIMOUS

César López

(Frost Moreno)

Submitted by Sue Saetia:

Approved by the SDMC AS:



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Administrative Procedures

Chapter 4—Academic Affairs

Chancellor's Cabinet First Reading:
Chancellor's Cabinet Second Reading:
DGC First Reading:
DGC Second Reading:

The following Board Policies are being put forth for approval as part of the Board's ongoing 6-year comprehensive review of all Board policies and procedures.

Category 1 Procedures New and/or major revisions to policies and/or procedures that are not required by law or regulation, but are recommended by the respective office of responsibility. This category has the most extensive review process.

AP 4236 Advanced Placement of Credit

New Optional Procedure: AB 1342 amended Education Code to encourage districts to engage in international education as resources permit.

Category 3 Procedures Technical and/or non-substantive revisions to policies and/or procedures, such as reference updates, title changes, or policies and procedures that are being reviewed for currency but not undergoing significant revision.

AP 4021 Program Discontinuance

Minor technical revisions: change number to align with CCLC;
update college names

AP 4019 Instructional Program Review

Minor technical revisions: change number to align with CCLC;
update college names



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • COLLEGE OF CONTINUING EDUCATION

Administrative Procedure

Chapter 4—~~Instructional Services~~ Academic Affairs

AP 5019 AP 4019– INSTRUCTIONAL PROGRAM REVIEW

Chancellor's Cabinet First Reading:
Chancellor's Cabinet Second Reading:
DGC First Reading:
DGC Second Reading:

For the purposes of this procedure, a program shall be defined as a field of study with one or more related certificates and degrees.

A program review process shall be established by the San Diego City College, Mesa College, Miramar College, and College of Continuing Education ~~colleges and Continuing Education~~ which:

1. Meets accreditation standards and Education Code, California Code of Regulations, title 5;
2. Includes procedures for regular review of instructional programs;
3. Ensures career technical education programs are reviewed at least every two years; and
4. Ensures all other programs are reviewed at least every five years.

The Board of Trustees shall make the final decision regarding changes to instructional programs.

Reference: Education Code Section 78016; California Code of Regulations, title 5, sections 51022 and 55130; WASC/ACCJC Accreditation Standard II.A.16

<Pending signature>

APPROVED: _____
Carlos O. Cortez, Ph.D.

DATE: _____

<Once signed>

Approved by
the Chancellor: Month Day, Year



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Administrative Procedure

Chapter 4—Instructional Services Academic Affairs

AP 5021 AP 4021 INSTRUCTIONAL PROGRAM DISCONTINUANCE

Chancellor's Cabinet First Reading:
Chancellor's Cabinet Second Reading:
DGC First Reading:
DGC Second Reading:

A program may be discontinued by the Board of Trustees based upon evidence that the criteria for program approval is no longer met, as set forth in California Code of Regulations, title 5, section 55130 and Education Code section 78016. For the purposes of this procedure, a program shall be defined as a field of study with one or more related certificates and degrees.

Program discontinuance procedures shall be established by the Colleges and Continuing Education San Diego City College, Mesa College, Miramar College, and College of Continuing Education based on the recognition that the responsibility for program discontinuance is shared cooperatively between the Academic Senate and administrators. The procedures shall include the following criteria:

1. Steps to monitor the impact on other areas including articulation, transfer agreements, as well as student notification, transition and assistance in program completion;
2. A detailed plan and recommended timeline for phasing out the program with the least impact on students, faculty, staff, and the community;
3. A plan for currently enrolled students to continue their academic award, such as a teach-out plan, or a plan for them to meet their educational objectives through alternative means; and
4. A plan that ensures an open and transparent participatory governance process in generating any recommendation to the Board of Trustees regarding program discontinuance.

The Board of Trustees shall consider any recommendation for program discontinuance from the Chancellor at a meeting of the Board in accordance with its regular processes and procedures. The Board shall take into account all information generated in accordance with these procedures, and any other information determined to be appropriate by the Board, in their consideration of the recommendation.

In all cases of program discontinuance, care must be taken to monitor the impact on other areas including articulation, transfer agreements, as well as student notification, and transition and assistance in program completion. Opportunities for retraining and

reassignment of persons affected by program discontinuance will be managed in keeping with the practices of the District.

The Board of Trustees shall make the final decision regarding the discontinuance of programs.

Reference(s): Education Code Section 78016; California Code of Regulations, title 5, sections 51022 and 55130; WASC/ACCJC Accreditation Standard II.A.15

<Pending signature>

APPROVED: _____
Carlos O. Cortez, Ph.D.

DATE: _____

<Once signed>

Approved by
the Chancellor: Month Day, Year

Supersedes: AP 5021 2/10/2017



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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Administrative Procedure

CHAPTER 4—Academic Affairs

AP 4236 ADVANCED PLACEMENT OF CREDIT

Chancellor's Cabinet First Reading:
Chancellor's Cabinet Second Reading:
DGC First Reading:
DGC Second Reading:

Any student who passes a College Board Advanced Placement (AP) examination with a minimum score of three in a subject matter will be awarded credit in a general education area with a subject matter similar to that of the AP examination.

Students who have completed Advanced Placement (AP) Examinations of the College Entrance Examination Board with scores of 3, 4, or 5 may receive credit for each advanced placement course as listed and published in the college catalog Advanced Placement Chart. Students must submit official transcripts from prior colleges and official test scores.

For any AP examination that the District does not offer a course similar in content, the District will award credit in the General Education area shown on the California Community College General Education AP List. If there is no General Education area that fits the AP Examination, the District may award elective credit.

A student's academic record will be annotated to reflect credit earned through an AP examination

The District shall post its Advanced Placement Credit procedure on its internet website.

Applying for Credit for Advanced Placement Credit

1. Student submits a Request for Transcript Evaluation form through the automated petitioning system.
2. The College Evaluations Office verifies that:
 - a. The official advanced placement score(s) is/are on file;
 - b. The student must have previous academic history (previously earned credit or noncredit from the District) or be currently enrolled in a college at the San Diego Community College District and in good standing;
 - c. The request falls within the limitations of this policy and procedure; and
 - d. All official collegiate transcripts are on file.
3. Once Verified, the College Evaluations Office forwards the official score report and Request for Transcript Evaluation to the District Evaluations Office.

4. The District Evaluator:

- a. Determines the units to be awarded, as published in the college catalog; and
- b. Forwards the original documents indicating the units awarded to the District Records Office.

5. The District Records Office:

- a. Records the units to student's permanent academic record;
- b. Images all documents for permanent storage; and
- c. Returns the documents to the District Evaluator to record the coursework to the student's permanent academic record.

Limitations

1. Credit will be granted within limitations in the college catalog. Departmental approval is required to satisfy.
2. The units granted may not be used to satisfy the graduation in residence requirement.
3. The units granted will not be counted in the student's current study load.
4. Credit for standardized tests will not be granted if it duplicates any other credit awarded to the student.
5. Processing fees will not be applicable.
6. Only unit credit is granted. No grades will be recorded.
7. Duplicate credit will not be awarded for non-traditional education sources and completed coursework.
8. Credit awarded through credit for prior learning may not be used for grade alleviation.

Course-to-course awarding of AP credit shall be made by the appropriate discipline faculty. Faculty should refer to the Credit for Prior Learning Approval process in AP 4235 Credit for Prior Learning to propose AP credit be awarded for major requirements for a course in the course catalog.

Reference: Education Code Section 79500; Title 5 Section 55052

<Pending signature>

APPROVED: _____
Carlos O. Cortez, Ph.D.

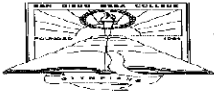
DATE: _____

<Once signed>

Approved by

the Chancellor: Month Day, Year

Supersedes: New Procedure



Resolution 2023.4.1 – Proposed Constitutional Change (Committee on Elections): Dr. Veronica Gerace & the SDMC AS Academic Affairs Committee

Move: Mayasa

Second: Hoffman

Whereas, Duties of the Academic Senate Executive Committee include proposing amendments to the Senate Constitution, Bylaws or the Senate Rules in accordance with State and local governance as appropriate; and

Whereas, the Academic Affairs Committee reviews, considers and comments on standards established by State and local governance policies under the purview of the Senate; and

Whereas, Amendments to Senate Constitution may be adopted during regular Senate meetings, by a two-thirds (2/3) vote of Senators present at the regular meeting, given that the proposed amendments have been previously presented; and

Whereas, it is the duty of the Committee on Elections to ensure campus-wide communication about Elections and election procedures, be it therefore

Resolved that the following Senate Constitution amendments be ratified:

SECTION 7 - COMMITTEE ON ELECTIONS:

A. Composition:

The Committee shall consist of:

1. A Chair who is not part of the Senate Executive Committee and at least two (2) Faculty members. Selection of the Chair shall be voted on by standing members of the committee and ratified by the Senate Executive Committee, as outlined by Article I, Section 5, Subsection D. Standing members shall be appointed by the Committee on Committees. The total number of committee members, including the Chair, shall be an odd number representing a variety of departments.
2. If any member of the Committee on Elections wishes to be a candidate for a Senate Executive position, then that member must vacate their seat on the Committee on Elections prior to announcing their candidacy.

B. Duties:

The Committee on Elections shall be responsible for:

1. Supervising and administering elections for all Senate offices.
2. Holding regular meetings with dates and times published/shared.
3. Communicating the names/composition of The Committee on Elections with faculty as part of their regular communications with faculty.
4. Establishing election procedures.
5. Identifying vacancies, election procedures and recruitment strategies for filling Senate vacancies.
6. Developing a recruitment and election plan by January of each year to be shared with the Senate Executive Committee.
7. Sharing election procedures with all faculty at least one month prior to the election open period, as well as during the nomination period and through the conclusion of each election.
8. Resolving cases when there is doubt regarding election results, the eligibility of a candidate to run for office, membership in the Senate or membership status of the electorate.
9. Conducting all opinion polls that are initiated by the Senate.

Presented to the Academic Senate: April 10, 2023

Approved by the Academic Senate:

African American Latino Black
Native American People of Color BLAsian Hispanic
Pacific Islander White Chicano Asian
Persian Exotic Minority
Middle Eastern LatinX

“So...What Are You?” “What Should We Call You?”

Panel & Group Discussions about Labels and Inclusion

Date: Tuesday, April 25, 2023

Time: 2:30 - 4pm

Where: SD Mesa College, LOFT

Understanding labels is important to fostering inclusion
for our students and amongst ourselves.

Please join us for this interactive session.

Panelists: Dr. Veronica Gerace, Professor Manuel Velez, Dr. Thekima Mayasa

Flex#: TBA (Coming Soon)

This is a Collaboration of:

The SDCCD Black Student Success Institute - SDCCD Educational Services Division
Mesa's Dynamic Dialogue & Discussions
Mesa's Committee for Diversity Action Inclusion & Equity
The HSI Grant
The ANAPESI Grant