



**San Diego Mesa College
Academic Senate
Committee of Chairs (COC)**

Virtual Meeting

April 27, 2022

MINUTES

Present:

Chair of Chairs Paula Hjorth-Gustin, Mark Abajian, Valerie Abe, Donna Budzynski, Jennifer Carmichael, Jarred Collins, John Crocitti, Todd Curran, Nellie Dougherty, Ian Duckles, Christie Dupraw, Howard Eskew, Helen Greenbergs, Alison Gurganus, Michael Harrison, Erika Higginbotham, Ken Kuniyuki, Tara Maciel, Bryan Malinis, Thekima Mayasa, Dina Miyoshi, Ryan Mongelluzo, Jill Moreno Ikari, Alison Primoza, Connie Renda, Nathan Resch, Cynthia Rico, Jennifer Sime, Jennifer Snyder, Irena Stojimirovic, Leslie Styles, Chris Sullivan, Oscar V. Torres, Manuel Vélez, Robert Wong, George Ye and Guests Sarah Dunn and Sakeenah Gallardo

Excused Absence:

Bruce Naschak

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

II. APPROVAL OF DRAFT AGENDA:

Motion to approve:

M/S

Budzynski/Mayasa

UNANIMOUS

III. GUEST(s):

A. San Diego Mesa College Online Accessibility Mentor Dr. Sarah Dunn: sdunn@sdccd.edu

1. I would like to talk to you about having mentors for Faculty in regards to online accessibility.
2. Feel free to contact me if you have any questions.
3. We want to make all the resources are accessible to all.
4. Topics include:
 - a. Alt Text: Adding Context
 - b. Headings: Make Content Manageable
 - c. Lists: Make Order from Chaos
 - d. Links: Take the URL and Shove it!
5. I can meet with individuals or attend department meetings to answer your questions.

B. Academic Senate President Sakeenah Gallardo - Hiring Committee Diversity:

1. How do Mesa College Departments select members for their hiring/screening committees?
2. Sakeenah Gallardo said it is important to have diversity on our hiring committees.
 - a. We need to give more Department Faculty Members the opportunity to serve on hiring committees.
 - b. I see the opportunity to serve on a hiring committee as a privilege.
 - c. We also do not want only one person to make all the decisions.
 - d. We want to make sure everyone who wants to participate in the process has the opportunity to serve.
3. Sakeenah Gallardo would like to find out how Mesa College Department Faculty currently put together their hiring committees.
4. Sakeenah Gallardo said the Committee on Committees is meeting with Vice Chancellor of Human Resources Greg Smith on Friday to discuss the issue.
5. Chris Sullivan and Jill Moreno Ikari reported the English Department sends an email to Department Faculty when we need to put together a hiring/screening committee.
6. Mark Abajian said the Business Department also sends out an email to Department Faculty when we need to put together a hiring/screening committee.

7. Cynthia Rico reported the Counseling Department meets twice a month.
 - a. A lot of Counselors want to serve on hiring/screening committees.
 - b. We try to give the opportunity to a lot of people.
 - c. We look at gender diversity too.
 - d. We try to have both senior and new Counselors on each hiring/screening committee.
8. Connie Renda reported Allied Health involves New Faculty in the process from the beginning.
 - a. It is important to be involved in the college.
 - b. We are conducting a New Faculty Institute right now for three (3) new hires.
 - c. We make sure all Department Faculty Members serve equally on committees.
 - It is part of giving back to your community and giving back to our Students.
9. Alison Gurganus reported Learning Resources/Academic Support (LRAS) is a small department.
 - a. The same people seem to be on all the committees within LRAS.
 - b. We try to recruit Faculty Members from other departments who are familiar with what the LRAS does to create more diversity.
 - c. We identify people who have something to do with the library.
 - People who use our resources with an eye on equity.
10. Donna Budzynski from Chemistry reported it has been a long held idea that only Tenured Faculty should serve on hiring/screening committees.
11. Jennifer Carmichael from Biology reported we have three (3) hiring/screening committees right now.
 - a. Biology also sends an email to Department Faculty when we need to put together a hiring/screening committee.
 - b. Our hiring/screening committees have at least one subject matter expert who teaches the course the new hire will teach.
 - c. The School Dean combined the recommendations from Chair Jennifer Carmichael and Assistant Chair Todd White for our current hiring/screening committees.
12. Chair of Chairs Paula Gustin reported that Chemistry looks at course expertise, diversity and gender balances.
 - a. We have asked Faculty from Miramar College to serve on our hiring/screening committees.
13. Oscar V. Torres reported he has served on Mesa and Miramar College hiring/screening committees for Psychology positions.
 - a. Oscar has also served as the EEO representative with expertise in Psychology.
 - b. It is important to reach out to City and Miramar College Department Faculty for their views.
14. Chris Sullivan said the Department Chairs should also be able to serve as the Chair of a hiring/screening committee.
 - a. The School Deans have had an Iron Hand on in the process.
15. Irena Stojimirovic from Physics said we also send an email to our Department Faculty.
 - a. We struggle to find volunteers.
16. Alison Primoza from Languages said she did not know a Department Chair can chair a hiring/screening committee.
17. Chair of Chair Paula Gustin said the School Deans have also selected the EEO representatives for hiring/screening committees in the past.

C. Mesa Pathways Co-Coordinator Howard Eskew – Academic and Career Pathways Descriptions:

Presentation Link: <https://docs.google.com/presentation/d/1yjonLX1N63e7c54jtW2JdH5-brAHZ22dwi4TjU-zVLA/edit?usp=sharing>

1. This is our version of meta-majors that were vetted last semester.
2. Thank you to Ian Duckles and Cynthia Rico for their work leading the effort.
3. The Mesa Pathways Committee (MPC) Members made updates and returned the descriptions to the Office of Communication for revisions.
4. Please make sure our Students can understand the descriptions.
5. The descriptions have been updated and are being circulated.
6. The updated descriptions were presented to Deans' Council.

7. There were originally eight (8) Academic and Career Pathways Descriptions.
 - a. We added one more Academic and Career Pathways Description.
 - Exploratory/Exploring/Undecided.
8. Doorways to the eight (8) original Academic and Career Pathways Descriptions are available on the Mesa College website.
9. You can review the Academic and Career Pathways Descriptions through today's presentation link.
10. Please send your edits/recommendations through the Mesa Pathways link by Friday (May 6th).
 - a. The Office of Communication will make the updates in preparation for final review.
11. The Academic and Career Pathways Descriptions will be available to our Students in fall 2022.
12. Chris Sullivan asked if the placement of disciplines into each pathway is set or if there will be some wiggle room.
 - a. Howard Eskew said there is some wiggle room.
 - Cynthia Rico and Ian Duckles will spearhead the process.
13. Please let us know if you have concerns about the way programs are placed.

IV. APPROVAL OF DRAFT MINUTES: April 13, 2022

Motion to approve:

M/S

Mayasa/Malinis

1 Abstain
Greenbergs

V. OLD BUSINESS:

A. Planning for Fall 2022:

1. General News: Gustin
 - a. Sharing of Fall 2022 Planning by the Department Chairs:
 - Jill Moreno Ikari reported English will have 50% of classes on campus and 50% online
 - * One Quarter Hybrid/One Quarter Remote/Half Asynchronous.
 - Chris Sullivan said English has a reasonable consistency with City and Miramar Colleges.
 - Mark Abajian said Business will have 25% - 30% on campus.
 - * Hybrid classes did not work for us in the past.
 - * Some Business Faculty Members are submitting exemption requests to work off campus.
 - * We will schedule at least three (3) sections of core Business and Economics classes on campus.
 - Todd Curran reported Exercise Science is going back to the way we scheduled classes in spring 2019.
 - * We are offering as many face to face classes as possible.
 - * We are pushing for our Fitness Center to reopen.
 - * We are hoping to receive support from the Vice President of Instruction.
 - Donna Budzynski reported Chemistry will be 100% on campus again.
 - Michael Harrison reported Languages is hovering at 50% on campus and 50% online.
 - * Half Hybrid/Half Asynchronous Online.
 - * We are piloting one asynchronous FREN class that is comparable to other modalities.
 - Valerie Abe reported Architecture will be 100% face to face in order to give our Students the hands on experience they need.
 - Ken Kuniyuki reported Mathematics is aiming for 75% on campus.
 - * We are hoping to return to the spring 2019 schedule.
 - * The online modality seems to be an issue.
 - Thekima Mayasa reported Black Studies will have 25% - 30% of our classes on campus.
 - * The remote modality is working better for our Students, especially with the high price of gas.
 - John Crocitti reported History will be 100% online in summer 2022 and we will be back on campus in fall 2022.

b. COVID-19 Protocols for Fall 2022:

- The San Diego Community College District (SDCCD) is coordinating with the University of San Diego (UCSD) and the County of San Diego.
- We are reassessing our Covid protocols.
 - * Vaccine and Vaccine Booster Mandates
 - * Mask Mandates
- Cynthia Rico reported Counseling will ask Students to wear their masks for contacts of 15 minutes or more in duration.
- Thekima Mayasa asked if Faculty can require Students to wear masks if the college does not have a mask mandate in place.
 - * We need to make sure Faculty feels safe.
- Chair of Chairs Paula Gustin said Faculty can ask our Students to wear a mask, but we can't enforce it without a district mask mandate policy in place.
- Michael Harrison supports extending the mask policy. (It allows consistency.)
- Donna Budzynski encouraged the Department Chairs to express their concerns during the public comments portion of the district Board of Trustees meetings. (The board seems to be listening. One board member said they were glad that people outside of the Board of Trustees also want to continue the mask mandate.)
- Helen Greenbergs said it is important to make decisions based on data and what other local institutions are doing.
- Mark Abajian has heard that other institutions will not require Students to receive a Covid vaccine. (This is concerning for a lot of Business Department Faculty.)
- Chair of Chairs Paula Gustin said it seems like the district wants to be in sync with local four year institutions and community colleges.

2. Report of Enrollment Trends for Fall 2014 – Fall 2021: Budzynski

- a. Chair of Chairs Paula Gustin reported there was an interdisciplinary work group.
 - We need a more global view of enrollment trends.
 - We need to try to work together to bring Students back.
- b. Donna Budzynski reviewed raw data from the Institutional Effectiveness Office by subject.
 - It is easier to review data for the fall semesters.
 - Donna reviewed enrollment data for the top 15 subjects by the amount of FTE.
 - There has been a downward trend since fall 2014 prior to the pandemic.
 - Fall 2019 represents the first set of data during the pandemic.
 - Fall 2020 enrollment was lower than the projection.
 - There is a general downward trend when you include spring enrollment data.
 - English and Math represent 17% of Mesa College's FTE.
 - Math enrollment has gone down since fall 2018.
 - Biology, Chemistry, Physics and Psychology have seen big drops due to pandemic.
 - Communication Studies did not drop as much as History or Spanish.
 - Business and Accounting had similar trends.
 - Fine Arts and Computer Information Sciences had similar trends.
 - Exercise Science and Music has big dips. (Music had a smaller dip than Exercise Science.)
 - The pandemic is not the only reason for lower enrollment.
 - Placing the information for all 15 disciplines on one slide is not informative.
 - AB 705 has slowly eliminated basic skills level math courses.

3. STEM and Platinum V (Golden IV & Ethnic Studies) Enrollment Strategies: Rico

- a. Chair of Chairs Paula Gustin reported this came out of a Deans' Council meeting with the Counseling Department.
- b. Cynthia Rico and Guillermo Marrujo worked with STEM Faculty.
- c. The recommendation is to clean up STEM class scheduling in a way that allows our Students to enroll in all the classes they need.
- d. We will meet with Jill Moreno Ikari tomorrow.
- e. Please let us know if you would like to join our group.
- f. Thekima Mayasa said Ethnic Studies and STEM need to have the opportunity to bridge our perspectives.
- g. Chair of Chairs Paula Gustin is excited about all the interdisciplinary work!

VI. NEW BUSINESS: None

VII. DEPARTMENT REPORTS: None

VIII. PLANNING/COMMITTEE REPORTS:

A. Academic Affairs: Torres

1. Academic Senate Elections:

- a. Dean Victor Devore sent the ballot to Mesa College Faculty.
- b. Please make sure you click the submit button after you vote.
- c. We were only able to get one person to run for each position after leaving the nomination window open for two weeks.
 - Faculty do not want to make a commitment due to the uncertainties that still exists about the pandemic.

B. Academic Senate: Crocitti

1. Online Faculty must submit a request form.

Form Link: <https://mysdccd.atlassian.net/servicedesk/customer/portal/13/group/50/create/258>

- a. Online Faculty will be required to submit this form for fall 2022.
- b. City College is requiring the form for summer 2022.
- c. The form is required for Adjunct and Contract Faculty.
- d. The form is required for Faculty who teach partially online classes too.
- e. Ryan Mongelluzzo said the form is not intuitive.
 - Will there be instructions on how to complete the form?
- f. John Crocitti said the School Dean and the Vice President of Instruction (VPI) were originally required to approve each request.
- g. The form is not in PeopleSoft.
- h. The School Deans and the VPI do not understand the need for this request form.

2. Covid Protocol:

- a. Face Masks & Vaccinations
- b. An expert from UCSD presented her research.
- c. The best way to contain spread is a mask mandate and a vaccine mandate.

C. Curriculum Review Committee (CRC): Resch

As reported by Nathan Resch:

"The ASCCC has approved minimum qualification information for Asian American and Native American/American Indian Studies which now appears in the most recent Articulation NewsBrief edition. The next/final approval body is the BOG. The four disciplines which are Ethnic Studies: African American, Asian American, Chicano and Native American/American Indian Studies have established minimum qualifications.

Andrew Hoffman's last meeting as Curriculum co-chair will be Thursday, 5/5. Justin Estep, (Professor Psychology), has been elected the new Curriculum faculty co-chair.

Shelly Hess' 4/26 email details new curriculum deadlines for 2022-23 and earlier fall registration/schedule posting information:

- September 2, 2022: Curriculum Proposals Due to Instructional Services
- September 22, 2022: CIC Catalog Approval Deadline
- April 17, 2023: Fall Schedule Posted Online
- April 3, 2023: College Catalogs Delivered
- May 1, 2023: Registration by appointment begins"

D. Student Services: Rico/Dougherty

As reported by EOPS Chair Nellie Dougherty

"Rising Scholars was awarded \$130,000 grant every year for 3 years starting Fall 22. Rising scholars are students who have been impacted by incarceration. We have 3 Rising Scholars who have been accepted to SDSU

Borderless Scholars will continue to have legal services through the summer for students who are undocumented or from mixed status families. Giovanni Sanchez who is one of our Borderless scholars will be our student speaker at commencement for the class of 22. We have 18 borderless students graduating this spring.

NextUP & FAST Scholars will have 7 students graduating and transferring.

May is also Foster Youth Awareness Month, List of events will be emailed and May 6 if Open House for Fast Center We have a lot of things to be excited about for our Students.

Please send your questions to Nellie."

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:

"Applicants should have been notified if they were accepted into the CCCCO Strategic Enrollment Management Program, so it is expected that we were not accepted into the program. We are looking at other programs to help support our strategic planning work. Platinum 5 work continues to evolve with a look at contextualized English classes with STEM classes."

I. Planning & Institutional Effectiveness (PIE) Committee: Crocitti/Gustin (No Report)**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:

The brief descriptions of our Academic and Career Pathways (ACPs) that were created by our Communications Office and edited by Mesa Pathways Committee members have been updated by the Communications Office. These brief descriptions will now be shared at Dean's Council and Committee of Chairs, as well as with students. We plan to have final versions of these ACPs published by the end of the semester.

CCCApply Majors and ACPs:

Susan Topham and Victor Devore visited the Mesa Pathways Committee (MPC) on April 13th to demo drop-down options that enable students to select their major via our Academic and Career Pathways (ACPs) when students apply to Mesa online through CCCApply. Instead of selecting a major from a long, alphabetical list, students would instead be able to select an Academic and Career Pathway (ACP) from a dropdown menu, and from there, select a major that falls under the selected ACP. MPC endorsed moving forward with this update in CCCApply and it is anticipated that these updates will go live in Fall 2022.

Student Success Teams Project Team (SST):

The SST project team reported that they will focus on a subset of students in one ACP for the pilot taking place during the 2022-2023 academic year. The SST project team has defined the composition of the team and the duties, responsibilities, and time commitment of each member. The project team, in consultation with the Data Coaching project team, has identified six key data points correlated with student success to organize the efforts of the Team and establish a timeline

for Team intervention. These data points will also allow the project team to assess the impact of the SST on students via a cohort analysis of the students with a SST compared to those without a SST.

Additionally, the SST project team has sent out a Student Success Teams Interest Survey to the campus community to identify interested participants for the pilot SST: <https://forms.office.com/r/QrfQnGEyMZ>

We urge all campus community members to complete the survey by Friday, April 29, 2022.

Pathways Fellows:

The Pathways Fellows, under the leadership of Trina Larson and Dani Perez Padilla, have created 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 tomorrow's April 19th PCAB meeting.

Watch the video here: <https://www.youtube.com/watch?v=QoTN9NiKE1o> 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 27th 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. San Diego Mesa College President Finalists Forum:

1. Please submit your questions for the candidates by May 2nd.

X. NEXT COC MEETING: May 11, 2022 (Spring 2022 CoC Meeting Schedule: [LINK](#))

XI. ADJOURNMENT @ 4:04PM:

Submitted by Sue Saetia

Approved by the Committee of Chairs: May 11, 2022