



**San Diego Mesa College  
Academic Senate  
Committee of Chairs (COC)  
Virtual Meeting  
September 8, 2021: 2:30 PM – 4:00PM  
MINUTES**

**Present:**

Chair of Chairs Paula Hjorth-Gustin, Valerie Abe, Evan Adelson, Sandra Belew, Donna Budzynski, Jennifer Carmichael, John Crocitti, Nellies Dougherty, Ian Duckles, Christie DuPraw, Alison Gurganus, Michael Harrison, Erika Higginbotham, Ken Kuniyuki, Tara Maciel, Bryan Malinis, Thekima Mayasa, Dina Miyoshi, Ryan Mongelluzzo, Jill Moreno-Ikari, Bruce Naschak, Alison Primoza, N. Scott Robinson, Leslie Saline-Styles, Jennifer Sime, Irena Stojimirovic, Chris Sullivan, Todd White, Roger Wong, George Ye and Guest Gina Abbate

**I. Call to order and welcome** by Chair of Chairs Paula Gustin @ 2:32PM.

- A.** It is very difficult to be a Department Chair at this time.
- B.** Thank you for taking the time to attend this meeting.
- C.** We need to rely on each other and we need to communicate with each other.
- D.** One of my Chemistry classes is back on campus.
  - 1. I am happy to be back on campus.
- E.** I would like to welcome all the new Chairs and Assistant Chairs.
  - 1. AMSL & Consumer Family Studies: Chris Dupraw
  - 2. Behavioral Sciences: Helen Greenbergs & Oscar V. Torres
  - 3. Communication Studies: Brian Malinis
  - 4. Counseling: Cynthia Rico
  - 5. Exercise Science: Nathan Resch & Todd Curran
  - 6. Health Science & Public Service: Amanda Johnston
  - 7. Physics: Irena Stojimirovic. & Jennifer Snyder
  - 8. Social Sciences: Ian Duckles

**II. Approval of Draft Agenda:**

- A.** Dina Miyoshi requested the addition of "Evaluations" to New Business:  
Motion to approve:

**M/S**

Sullivan/Primoza

**UNANIMOUS**

**III. Guest(s):**

- A. Andrew Hoffman - Mesa College Curriculum Review Committee (CRC) Faculty Co-Chair):  
Curriculum Updates & Distance Education Approvals:**

- 1. The Mesa College CRC met last Thursday.
- 2. The District Curriculum Instructional Council (CIC) will meet tomorrow.
  - a. Agenda Items:
    - Should we approve the extension of the emergency distance education approvals for courses through spring 2022?
    - Will we be able to process emergency approvals for spring 2022 courses?
- 3. Thank you to Chris Kinney for processing all the emergency distance education submissions since spring 2020

4. Thekima Mayasa asked if there is a notation for distance education courses on Mesa College Student transcripts.
  - a. Jennifer Carmichael reported she has heard from a few people that distance education courses do not have a separate notation for on Student transcripts.
5. Andrew Hoffman reported Mesa College does not provide course syllabi to Students or other educational institutions.
  - a. Please contact Articulation Officer Juliette Parker ([jparker@sdccd.edu](mailto:jparker@sdccd.edu)) and Articulation Assistant Sue Saetia ([ssaetia@sdccd.edu](mailto:ssaetia@sdccd.edu)) to request Official Course Outlines of Record (CORs).
    - We do not want Faculty or Students to send syllabi.

**B. Howard Eskew & Ian Duckles – Mesa Pathways Committee (MPC) Updates:**

1. Howard Eskew reported the MPC is asking for Faculty participation in our fall 2021 workshops.
  - a. Ian Duckles sent the following schedule to Faculty:
    - Monday 9/13 11:30am-12:30pm (Flex# 10458)
    - Tuesday 9/21 1:30pm-2:30pm (Flex# 10459)
    - Wednesday 9/29 3:00pm-4:00 (Flex# 10460)
    - Friday 10/8 11:00am-12:00pm (Flex# 10461)
    - Thursday 10/14 8:30am-9:30am (Flex# 10462)
    - Monday 10/18 3:00pm-4:00pm (Flex# 10463)
    - Wednesday 10/20 11:30am-12:30pm (Flex# 10464)
  - b. Please contact Ian if you would like to participate in one of the workshops.
  - c. The workshops participants will be entered in an opportunity drawings for a \$50.00 gift card.
  - d. I look forward to participating in robust discussions around this exciting opportunity to benefit our Students!

**IV. Approval of Draft Minutes: May 12, 2021**

Motion to approve:

**M/S**

Budzynski/Robinson

**UNANIMOUS**

**V. Old Business:**

**A. Enrollment Management Task Force: Gustin**

1. The task force met once over the summer.
2. The task force will meet this Friday (September 10, 2021).
3. I will ask the task force members to develop a plan for this academic year.
4. Please send me your questions that we can pose to Bridget Herrin and the Institutional Effectiveness Office.

**VI. New Business:**

**A. Enrollment Issues: Gustin**

1. A record number of Mesa College Students have been accepted to the CSU and UC.
2. It has been very helpful to meet online with other Faculty Members during such a difficult time.
3. Bruce Naschak expressed concern that the School Deans always wanting to talk about Fill Rates.
  - a. Class Caps are not uniform.
  - b. Administrators are looking at the wrong information when they only look at the Fill Rates.
    - We are funded based on Enrollment not Fill Rates.
4. John Crocitti reported allocations are based on FTES not Fill Rates.
5. Paula Gustin reported that she heard some disturbing things about the ways our sister colleges are trying to maintain their enrollment numbers.
  - a. Our sister colleges are not maintaining uniformity of Class Caps for aligned courses.

**B. Reopening Updates:** Budzynski

1. Our Students are happy to be back on campus.
2. A lot of our Students told us that online classes did not work for them.
  - a. Some Students have not taken a course for 18 months.
3. Tutoring is not in person.
4. The STEMS Resource Center is not in person.
5. Our Students are getting Covid vaccinations as required by our district.
6. Our Students were able to register for classes before receiving their vaccinations.
  - a. Some Students were able to receive vaccine exemptions.
7. Students are respecting the mask requirement.
8. Our Students have a 90%+ vaccination rate.
9. We have to be careful about incorporating too much online course materials.
  - a. The few Mesa College Laptops available to our Students are eight years old.
  - b. Many Students do not have their own computers.
10. Our Students are still dealing with Covid related issues.
11. Students are staying home and getting tested when they do not feel well.
  - a. We have had to tell Students not to come to class if they have not received an up to date negative Covid test.
  - b. Mesa College Student Health Services has been doing Contact Tracing.
  - c. It has been difficult to make sure Students who had been exposed to Covid are quarantining.
12. The pandemic has been very difficult for STEMS Faculty, Staff and Students
13. It is good that we did a phase in.
14. I would not advise a fully on campus spring 2022 semester.
15. I am fully committed to having more classes scheduled on campus in spring 2022.
16. Please go back to the fall 2021 spreadsheet and make corrections and decide which classes you want to bring back in spring 2022 and I will update the spreadsheet.
  - a. Keep in mind what your workload will be.
  - b. Our Students need to be able to take more of their classes on campus like English and other courses with lower success rates for online classes.
17. Cynthia Rico reported Students are reporting that the modality for a class listed on the schedule is not always the actual modality of the class.
  - a. Can Faculty test Canvas and make sure it is working on the first day of class.
18. Ryan Mongelluzzo reported our department has not been able to pin down why class meetings days/times are being listed for fully online classes.
19. John Crocitti reported his department has had fully online classes listed with meeting times by PeopleSoft and it changes back and forth on its own.
  - a. Cynthia Rico asked the Chairs to send examples of the errors to her and she will report the errors to Vice Chancellor Susan Topham and Dean Shelly Hess.
20. Chair of Chairs Paula Gustin thanked Donna Budzynski for streamlining the Covid reporting process.

**C. Vision of College Equity & Modality:** Gustin

1. Chair of Chairs Paula Gustin expressed concern that there may be bias surveys being conducted with the goal of cutting classes and going fully online.
2. Mesa College is a top California Community College.
3. We should not be forced to change our vision because of our sister colleges and other outside forces.
  - a. It is not right.

4. Please let me know what your vision of Mesa College is and we will develop a consensus to bring forward.
5. We need to decide for ourselves what our vision should be.
6. Bruce Naschak said all aspects of curriculum should be under Faculty purview.
7. Dina Miyoshi reported Behavioral Sciences brought 13 lectures classes and three labs classes back on campus this semester.
  - a. We received push back, but we felt that we need to bring some classes back to campus for our Students who need to take classes on campus.
8. Thekima Mayasa agrees with Dina Miyoshi.
  - a. We need to collect our own data.
  - b. We need to create our own surveys and present them to our Students.
  - c. We need to be mindful that they want to divide Faculty.
    - We need to identify the things that we are in agreement with our sister college Faculty and develop a united front for Mesa/City/Miramar Faculty as part of district Discipline Faculty meetings.
9. Oscar V. Torres said there seems to be a push to move towards offering more online classes.
  - a. We need to find out where Faculty stands on the issue.
    - We do not know what Faculty actually wants.
    - What is best for our discipline needs to be our guiding principle.
    - We need to be respectful of what Faculty in other disciplines want.
10. Chair of Chairs Paula Gustin said let us find out what Faculty from other disciplines want.
11. Evan Adelson reported he asked his Students if they like online classes and they said yes.
  - a. However, they responded no when he asked them if they learned as much online as face to face.
12. John Crocitti said the demographics are not in our favor.
  - a. The average Student is more than 25 years old with some previous college experience.
13. John Crocitti also said the Collective Bargaining Agreement (CBA) says Administration has the right of assignment.
  - a. We have to be ready to fight.
14. Donna Budzynski said there is a push to hold more classes online.
  - a. We have been told that there are not enough Staff Members to clean our buildings.
  - b. We are not allowed to schedule classes in the large room G101 lecture hall.
  - c. We will have to fight on multiple fronts.
15. Bryan Malinis reported we have low enrolled classes.
  - a. They are trying to change the classes to online eight week classes.
  - b. We may want to send a survey to allow respondents to fully develop their answers.
    - Chair of Chairs Paula Gustin will develop and send out questions.

**D. Spring 2022 Scheduling Timeline:** Gustin

1. The spring 2022 class schedule is due on October 15, 2021.

**E. Updates from Uber Chairs Meeting:** Duckles

1. We should receive more full-time contract Faculty positions.
2. The FTE Assignment Cap for Adjuncts Faculty should go up to .85.
  - a. Governor Newsome has to sign the legislation.
3. Make sure you are following the Priorities of Assignments (POAs) when you are scheduling your classes.

**F. Faculty Evaluations - Fall 2021:** Miyoshi

1. I will send information to the Department Chairs and Faculty Members who are up for Evaluations this semester.
2. All Student Evaluations will be conducted online.
3. We are working to transition the evaluation process to fully online by creating all electronic evaluation documents.
4. Please let Dina know if you have any questions.

**VII. Department Reports:** None**VIII. Planning/Committee Reports:****A. Academic Affairs:** Torres

1. The committee is trying to determine the general feeling across campus.
2. Academic Senate President John Crocitti, Chair of Chairs Paula Gustin and Academic Affairs Chair Oscar V. Torres will meet with the Vice Presidents of Administrative Services, Instruction and Student Services on September 20, 2021.
  - a. Chair of Chairs Paula Gustin asked the Department Chairs to send their visions to her to help us represent you better during the meeting.

**B. Academic Senate:** Crocitti

1. Please ask your Senators to attend the September 13<sup>th</sup> Academic Senate meeting.
  - a. We need to inform them of changes that will take place this semester.

**C. Basic Skills Committee (BSC):** No Report**D. Budget & Allocation of Resources Committee (BARC):** No Report**E. Catalog Committee:** No Report**F. Curriculum Review Committee (CRC):** No Report**G. Mesa College Facilities Committee/District Review of Services Committee:** No Report**I. Planning & Institutional Effectiveness (PIE) Committee:** No Report**J. President's Cabinet:** Crocitti/Gustin (No Report)**K. Program Review Committee (PRC):** Miyoshi (No Report)**L. Student Services:** Rico (June – July 2021 Student Services Updates: ([LINK](#)) No Report**IX. Announcements/Round Table/For the Good of the Order:** None**X. Next COC Meeting:** September 22, 2021**XI. Adjournment @ 4:09PM.**

Submitted by Sue Saetia

Approved by the Committee of Chairs: September 22, 2021