



**San Diego Mesa College  
Academic Senate  
Committee of Chairs (COC)  
Virtual Meeting  
May 11, 2022  
2:30PM – 4:00PM  
MINUTES**

**Present:**

Chair of Chairs Paula Hjorth-Gustin, Mark Abajian, Valerie Abe, Sandy Belew, Donna Budzynski, Jennifer Carmichael, Jarred Collins, John Crocitti, Nellie Dougherty, Ian Duckles, Christie Dupraw, Helen Greenbergs, Alison Gurganus, Michael Harrison, Erika Higginbotham, Amanda Johnston, Ken Kuniyuki, Tara Maciel, Bryan Malinis, Thekima Mayasa, Dina Miyoshi, Jill Moreno Ikari, Alison Primoza, Nathan Resch, Jennifer Snyder, Irena Stojimirovic, Leslie Styles, Chris Sullivan, Oscar V. Torres, Walter "Dwayne" Wesley, Todd White, Robert Wong, George Ye and Guests Deans Pearl Ly and Brian Weston, Nancy Wichman, Lisa Burgert, Rob Meyers and Scott Krause

**Excused Absence:**

Bruce Naschak and Cynthia Rico (Proxy to Guillermo Marrujo)

**I. CALL TO ORDER AND WELCOM** by Chair of Chairs Paula Gustin @ 2:32PM.

**II. APPROVAL OF DRAFT AGENDA:**

Motion to approve:

**M/S**

Budzynski/Primoza

**1 Abstain**  
Johnston

**III. GUEST(s):**

**A. Faculty Textbook Orders:**

Dean Pearl Ly/Dean Brian Weston/Business Services Manager Nancy Wichman/Librarian Lisa Burgert/  
Bookstore Supervisor Rob Meyers/Mesa College Textbook Buyer Scott Krause

1. Chair of Chairs Paula Gustin reported there was discussion at Deans' Council about Faculty textbook orders.
  - a. The importance of submitting Faculty textbook orders early.
  - b. The need for more communication.
  - c. Open Educational Resources (OER) Updates.
2. Librarian Lisa Burgert:
  - a. Zero Textbook Degree Pathways: <https://sdmesa.libguides.com/ZTC>
  - b. Students have the right to know how much their textbooks will cost.
  - c. Faculty must submit a textbook order every semester
    - The information must be available to our Students as part of the online course information.
  - d. We are evaluating textbook costs for core courses.
  - e. Mesa College is out of compliance because our textbook information is not available on our website.
  - d. Students are led to believe that there will be zero textbook costs for a class when the Faculty does not list a textbook for their course.
3. Bookstore Supervisor Rob Meyers:
  - a. Faculty must list the correct course textbook information.
  - b. Financial Aid Students must go through the bookstore to purchase their books.
    - The Mesa College Bookstore must be able to provide the textbooks to Financial Aid Students.
  - c. Textbook rentals is a sore point.
    - Amazon and other venders were able to rent a lot of textbook while our bookstore was not open.
    - A lot of rentals have not been returned to the Mesa College Bookstore.
    - There is a penalty fee for damages to rented textbooks, which upsets our Students.
    - Our inventory is limited.
    - We can only rent textbooks to our Financial Aid Students.
    - Students have to pay for the book when they do not return the book to the Mesa College Bookstore.

4. Textbook Buyer Scott Krause:
  - a. Scott Krause suggests that Students attend the first class meeting to make sure the textbook list has not changed for the class before they purchase their textbooks.
  - b. There are no standing orders.
  - c. Publishers regularly change textbook editions.
  - d. We need to have the correct information to be able to help our Students.
  - e. Publishers are not supporting prints.
  - f. Please utilize the comment field on the textbook order form to provide as much information as possible.
5. Chair of Chairs Paula Gustin would like to know if she can inform her Students that they can use a Chemistry textbook for Miramar College in her class.
6. Business Manager Nancy Wichman:
  - a. Nancy Wichman reported that 50% of course materials purchased in the first three weeks of spring 2022 were digital materials.
    - The cost of digital course materials verses printed textbooks is pennies to the dollar.
  - b. The bookstore is the aggregator of the information.
    - How do we help our Students?
  - c. We have been required to provide the correct textbook information to our Students since 1988.
  - d. We are doing a good job helping our Students save money by providing OER course materials.
7. Donna Budzynski reported some Students need access to a printed book.
  - a. Are printed versions of OER materials available?
    - Students can rent a printed book.
8. Dean Brian Weston:
  - a. The Bookstore is our partner and they want to make sure our Students know exactly what they need on the first day of class.

**V. APPROVAL OF DRAFT MINUTES:** April 27, 2022

Motion to approve:

**M/S**

Primoza/Mayasa

**UNANIMOUS**

**IV. OLD BUSINESS:**

**A. Planning for Fall 2022:**

1. General News: Gustin
  - a. Our district has not made a decision regarding the fall 2022 Covid Guidelines.
    - 50% of community colleges polled are dropping Covid requirements for fall 2022.
2. District Updates: Crocitti
  - a. Academic Senate President John Crocitti met with Vice Chancellor Susan Topham.
    - A large percentage of Faculty are now Distance Education (DE) certified.
    - Vice Chancellor Topham and Dean Weston are developing a voluntary two hour refresher course for DE certification.
  - b. AB 928: Student Transfer Achievement Reform Act of 2021: Associate Degree for Transfer Intersegmental Implementation ([LINK](#))  
 Academic Senate for California Community Colleges (ASCCC) Opposition to AB 923: [LINK](#)
    - Automatically places Students pursuing an associate degree on a transfer pathway.
    - "a student may opt out for a terminal local associate degree or a University of California equivalent transfer pathway"

AB 928 Continued:

- Comments from Bryan Malinis:

As reported by Bryan Malinis:

"AB 928 (Berman) was signed into law in October 2021.

The law requires the Intersegmental Committee of the Academic Senates (ICAS), which includes representatives from the UC, CSU, and CCC Senates, to establish a singular lower division GE pathway, not to exceed 34 units.

The bill text requires that the new pathway must be in place for the Fall 2025 semester.

It is important to network with colleagues within your disciplines across the State to find ways to articulate courses to the UC.

- For example, for COMS 160 to articulate to the UC under critical thinking, there are two components that need to be added: English Composition has to be a pre-req and there must be a minimum of 8,000 words of writing identified in the COR.

More legislation like AB 928 is coming, so it is important to get involved with the Faculty Association of California Community Colleges (FACCC), which is the advocacy arm of the ASCCC.

FACCC is beginning to host regional meetings to promote advocacy at the local level.

- Mesa hosted the first one on May 6<sup>th</sup> with great turnout.
- Keep an eye out for announcements for future sessions in San Diego!"

- c. Hopefully, CurricUNET META will be able to interpret General Education (GE) data.
  - d. City College has an agreement with East Village High School.
    - The district wants our colleges to offer classes to Students in the 9<sup>th</sup> grade and up by fall 2023.
  - e. Students who fail a course.
    - Please make sure the last date of meaningful login activity you enter matches the Student's last day of activity.
    - \* The Department of Education is auditing the Canvas Shells for Distance Education courses.
  - f. District Budget Meeting.
    - State revenues are higher than expected.
    - It was agreed that Cost of Living Adjustment (COLA) increases would be deferred to allow our district to build a 15% reserve.
  - g. Our district will be under "Hold Harmless" until the 2024-2025 academic year.
    - How will we manage after the 2024-2025 academic year?
    - We would have a 1.5 – 2 million dollar short fall if "hold harmless" ends today.
  - h. None of the for-credit colleges are able to meet the current productivity number target of 15.0.
    - 15.0 is below the state recommendation of 18.5.
  - i. Enrollment is not increasing.
  - j. We are looking for ways to cut expenditures.
    - Salaries are almost 90% of our district's expenditures.
    - We want to increase supplemental funding.
    - \* The district is only receiving a small percentage of our supplemental funding.
- 3. Chair of Chairs Paula Gustin reported she took the online DE certification training.
    - a. A lot of the modules were not helpful.
    - b. It was an emergency DE certification.
  - 4. Chair of Chairs Paula Gustin reported only about half of the Mesa College knows that our enrollment started dropping before the pandemic began.
    - a. There is a disconnection.
      - A space has not been created by the college leadership to discuss the challenges we are facing as an institution.

**V. NEW BUSINESS:** None

## VI. DEPARTMENT REPORT:

### A. Disability Support Programs & Services (DSPS) Chair Erika Higginbotham:

As reported by Erika Higginbotham:

"Thank you all for your collaboration and support. DSPS wants to remind faculty that we are here to support faculty as well.

New Faculty DSPS web portal [Instructor home \(sdccd.edu\)](https://sdccd.edu) where faculty can access DSPS student accommodation letters and test booking (test proctoring). More training to come as DSPS will be updating their test booking process

Re-vamping the Early Alert system-more directed referral (including to DSPS) and follow up"

## VII. PLANNING/COMMITTEE REPORTS:

### A. Academic Affairs: Torres

As reported by Oscar V. Torres

"The Academic Affairs committee had their last meeting for spring 2022 on Monday, May 5<sup>th</sup>, at 4:15 pm. At this meeting a report from Chairs, a report from PCAB, and a report from the Senate Executive committee was given. Also, there is an upcoming Mesa leadership committee, thus questions were taken from committee members to forward and ask our vice presidents. We also reviewed our committee minutes, and these are scheduled to be posted on our website. New items for discussion included the inventory of committees presented by PIE at PCAB. We also reviewed some of the data presented at our PCAB retreat from NACCC. We also examined the list from Mesa's Faculty Hiring Priority Committee. The meeting ended with a round table discussion to identify the most pressing issues for fall 2022, these include: HyFlex instruction, inadvertent competition with the sister schools in relation to course offerings, as well as the onset to move low-enrolled f2f courses to Web/DE. "

### A. Academic Senate: Crocitti (No Report)

### B. Curriculum Review Committee (CRC): Resch

As reported by Nathan Resch:

"Academic Senate passed a resolution to Develop Lower Division GE Pathway for CCC Baccalaureate Degree Programs: <https://asccc.org/resolutions/develop-lower-division-ge-pathway-ccc-baccalaureate-degree-programs>

The CSU Chancellor's Office and UC office of President announced that 22-23 CSUGE Breadth and IGETC courses are delayed and will be released later this month. The Mesa Articulation office will release a special edition news brief once the results are released.

As announced previously, the deadlines for curriculum updates in the schedule and catalog have changed. Next year's deadlines can be found below and at the on the Mesa CRC Meeting schedule once it is posted. Faculty are reminded to stay on track with six-year review curriculum processes. CurricUNET will still be open through the summer for input with the approval process paused until around the week before Fall semester starts.

#### DEADLINES for CRC/CIC Review\*

Publication	Mesa CRC Meeting	District CIC Meeting
2023 Summer Schedule	September 1, 2022	September 22, 2022
2023 Fall Schedule	September 1, 2022	September 22, 2022
2024 Intersession/Spring Schedule	April 20, 2023	May 11, 2023
2023-2024 Mesa Catalog	September 1, 2022	September 22, 2022

\*Please note that all items submitted prior to and by these deadlines remain dependent upon subsequent CIC/Board of Trustee's and/or State approval. May also need ACCJC/WASC approval. Until the appropriate subsequent approvals are received items cannot be included in the above publications. For updates and changes to deadlines please contact the Curriculum Co-Chair J. Estep 388-2325."

**C. Student Services:** Rico/Guillermo

[April 2022 Student Services Monthly Update](#)

Submitted via email by Cynthia Rico:

On May 10, 2022 Paula forwarded to chairs an e-mail from the State Academic Senate regarding: ICAS Recommended Singular General Education Pathway as required by AB 928 (Berman, 2021)

In the body of the e-mail the ASCCC is asking for feedback regarding the proposed Singular General Education Pathway, please take back to your departments for discussion

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

**E. Enrollment Management and Instructional Strategic Planning Workgroup:** Moreno Ikari (No Report)

**I. Planning & Institutional Effectiveness (PIE) Committee:** Crocitti

1. San Diego Mesa College is developing a common rubric for BARC/CHPC/FHPC.

**J. President's Cabinet:** Crocitti/Gustin//Torres

1. The Faculty Hiring Prioritization Committee (FHPC) presented this year's recommendations.
  - a. Positions Recommended:
    - Chicana/Chicano Studies
    - Construction Technology
    - Engineering
    - Football Coach (Assistant)
    - Japanese
    - Physics
  - b. Manuel Vélez expressed concern about the process used to develop this year's list.
  - c. President's Cabinet approved the list FPHC submitted.

**K. Program Review Committee (PRC):** Miyoshi

As reported by Dina Miyoshi:

"Resource alignment work groups are developing a rubric to align the resource allocation requests and program review. New software to replace Taskstream is still in the process of being finalized. Summer work groups are being formed to test this new technological structure in preparation for the upcoming academic year."

**L. Mesa Pathways Committee:** Alioto/Eskew (No Report)

**VIII. ANNOUNCEMENTS/ROUND TABLE/FOR THE GOOD OF THE ORDER:**

- A.** Chris Sullivan asked the Department Chairs to encourage their colleagues to attend the Curriculum Equity Excellence Review (CEER) event this year.
  1. The LOFT sent out the information for this year's event.
- B.** Alison Primoza reported the Mesa College Research Conference this Friday.
  1. We have amazing projects that will make you proud of our Students.
- C.** George Ye reported the Drama Department's production of "Illusionist" ends it run after this weekend.
- D.** Paula Gustin said it has been a Pleasure and honor to work with all the Department Chairs this academic year!
  1. Please let me know if you would like me to address an issue over the summer.

**IX. NEXT COC MEETING:** September 14, 2022

**X. ADJOURNMENT @ 3:53PM.**

Submitted by Sue Saetia

Approved by the Committee of Chairs: September 14, 2022