



**SAN DIEGO MESA COLLEGE (SDMC)**

**ACADEMIC SENATE (AS)**

October 28, 2024

Room MC 211A/B

2:20PM – 4:20PM

**MEETING MINUTES**

**DRAFT**

- I. CALL TO ORDER & WELCOME** by Academic Senate President Andrew Hoffman @ 2:20PM.  
Parliamentarian – Manuel Velez/Timekeeper – TBD/Speaker Coordinator – TBD
- II. APPROVAL OF DRAFT AGENDA:**
- III. PUBLIC PRESENTATIONS:**
  - A. Associated Student Government (ASG):** ASG President Zora Williams
  - B. Classified Professionals:** President Ayana Woods
- IV. PUBLIC COMMENTS:** (Must submit request before the meeting starts.)(3 Minutes per Participant)(Maximum 15 Minutes)
- V. APPROVAL OF DRAFT MINUTES:** October 14, 2024 (Please send your changes to Sue Saetia @ ssaetia@sdccd.edu)
- VI. GUEST(s):** 2:30PM
  - A. SDMC Librarian Alison Gurganus – Emerging Technology:**
- VII. REPORTS:** 3:00PM
  - A. Committee Reports:**
    - 1. Senate Executive Committees:**
      - a. Academic Affairs (AA) Committee:* Chair Dave "Das" Odasso (3 Minutes)
      - b. Professional Advancement Committee (PAC):* Chair Veronica Gerace (No Report)
      - c. Committee of Chairs (COC):* Acting Chair of Chairs Nathan Resch (3 Minutes)
      - d. Curriculum Review Committee (CRC):* Faculty Co-Chair Justin Estep (2 Minutes)
      - e. Program Review Steering Committee (PRSC):* 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. Other Committee Reports:* (1 Minute Per Committee)
    - 3. Senate Executive Officer Reports:**
      - a. President Elect:* Mary Gwin (1 Minute)
      - b. Vice President:* Veronica Gerace (No Report)
      - c. Secretary:* Vacant
      - d. Treasurer:* Thekima Mayasa ( ) Minutes
      - e. Senator at Large – One Year Term:* Ryan Mongelluzzo ( ) Minutes
      - f. CTE Liaison:* Vacant
      - g. President:* Andrew Hoffman (10 Minutes)
- VIII. NEW BUSINESS:** (3:30PM)
  - A.**
- IX. OLD BUSINESS:**
  - A. Updated District Administrative Procedure (AP) 4025 & Board Policy (BP) 4102 :** Hoffman/Estep
  - B. Draft Updates to Student Evaluation Form:** Miyoshi
- XI. ANNOUNCEMENTS:**
  - A.** The next SDMC Academic Senate meeting is November 18, 2024 @ 2:20PM in room **BT 101**.
  - B.** The next Academic Affairs Committee meeting is November 4, 2024 @ 4:15PM in room A117.
  - C.** The next Committee of Chairs (CoC) meeting is November 13, 2024 @ 2:30PM in room MC 211 A/B.
  - D.** The next Curriculum Review Committee (CRC) Meeting is November 7, 2024 in room LRC 435 @ 2:15PM .
  - E.** The next SDMC AS Exec meeting is November 4, 2024 @ 2:30PM in room A117.
  - F.** The next Professional Advancement Committee meeting is 6, 2024 @ 2:30PM in room A117.
- X. ADJOURNMENT:**



**SAN DIEGO MESA COLLEGE (SDMC)  
ACADEMIC SENATE (AS)  
October 14, 2024  
Room BT 101  
2:20PM – 4:20PM  
MEETING AGENDA**

**Present:**

Academic Senate President Andrew Hoffman, Carlynne Allbee, Henry Browne, Lisa Burgert, Christina Crosby, Nellie Dougherty, Justin Estep, Erin Evans, Veronica Gerace, Mary Gwin, James Hinton, Cathy James, Geoff Johnson, Jesse Keller, Mariam Kushkaki, Sam Lee, Thekima Mayasa, Dina Miyoshi, Ryan Mongelluzzo, Thu "Tiffany" Nguyen, Dave "Das" Odasso, Scott Plambek, Nathan Resch, Michelle Rodriguez, Saloua Saidane, Robert Sanchez, Judy Sundayo, Ngoc "Kim" Tran, Karen Wait and Guests SDMC Vice President of Instruction (VPI) Isabel O'Connor, Parliamentarian Manuel Vélez and Associated Student Government (ASG) President Zora Williams

**Absent:**

Isaac Arguelles-Ibarra, Jennifer Cost (Proxy to Kushkaki), Alex Holowicki, Candace Katungi (Proxy to Mayasa), Jaeryoung Lee, Laura Maki, Jennifer Moreno, Anthony Reuss (Proxy to Sundayo) and Jessica Sardo (Proxy to Saidane)

**I. CALL TO ORDER & WELCOME** by Academic Senate President Andrew Hoffman 2:  
Parliamentarian – Manuel Velez/Timekeeper – TBD/Speaker Coordinator – TBD

**II. APPROVAL OF DRAFT AGENDA:**

**A.** SDMC AS President Andrew Hoffman requested that we move Guest VPI O'Connor on the agenda to immediately following approval of the draft meeting agenda.

Move to Accept the Change from SDMC AS President Andrew Hoffman:

**M/S**

Allbee/Johnson

**UNANIMOUS**

Cost  
(Proxy to Kushkaki)  
Katungi  
(Proxy to Mayasa)  
Reuss  
(Proxy to Sundayo)  
Sardo  
(Proxy to Saidane)

Move to Approve the Updated Agenda:

**M/S**

Johnson/Allbee

**UNANIMOUS**

Cost  
(Proxy to Kushkaki)  
Katungi  
(Proxy to Mayasa)  
Reuss  
(Proxy to Sundayo)  
Sardo  
(Proxy to Saidane)

**III. GUEST:**

**A. SDMC Vice President of Instruction (VPI) O'Connor:**

1. Accreditation Standard II:

- a. There is great of work being done at SDMC in order to meet Accreditation Standard II by October 2025.
- b. Thank you to the following SDMC AS Executive Members who have been working on the issue:
  - President Andrew Hoffman
  - Acting Chair of Chairs Nathan Resch
  - Curriculum Review Committee Faculty Co-Chair Justin Estep
  - Acting Program Review Steering Committee Faculty Co-Chair Dina Miyoshi

- c. "currIQunet meta" and "Nuventive" do not communicate with each other.
    - Official Course Outlines of Record (CORs) information has to be updated separately from Program Review updates in "Nuventive".
  - d. We have to create and adhere to a system that keeps all the information accurate and works for SDMC.
  - e. We have to ask the district for more time to complete our updates.
  - f. The SDMC AS Academic Affairs Committee is developing a "Syllabus Checklist" for the Department Chairs to follow when they review the documents from their Department Faculty Members to ensure that all information required to meet accreditation guidelines are included in every syllabus.
  - g. The accrediting commission also wants us to show that we are requesting funds through Budget Allocation of Resources (BARC), Classified Hiring Priorities (CHP) and Faculty Hiring Prioritization (FHP) to address any needed improvements in course outcomes assessments.
2. AB 111 – Common Course Numbering (CCN): (California Community Colleges CCN Information: [LINK](#))
- a. We were able to postpone implementation until 2027.
  - b. Additional webinars may be needed to clarify the process.
  - c. The primary goal is to streamline the Articulation Process.

#### IV. PUBLIC PRESENTATIONS:

##### A. Associated Student Government (ASG): ASG President Zora Williams

- 1. We are currently focusing on supporting Students who are dealing with Food and Housing Insecurities.
- 2. We want to include cuisine from other cultures for this year's ASG Student Thanksgiving Dinner.

##### B. Classified Professionals: President Ayana Woods (No Report)

#### V. PUBLIC COMMENTS:

##### A. Judy Sundayo: [Diversity Equity Inclusion Action \(DEIA\) Discussion Guide](#)

#### VI. APPROVAL OF DRAFT MINUTES:

Move to Approve:

**M/S**

Johnson/Gerace

**26 Approve**

Cost  
(Proxy to Kushkaki)  
Katungi  
(Proxy to Mayasa)  
Reuss  
(Proxy to Sundayo)  
Sardo  
(Proxy to Saidane)

**6 Abstain**

Browne  
Dougherty  
James  
Rodriguez  
Saidane  
Sundayo

#### VII. REPORTS:

##### A. Committee Reports:

- 1. Senate Executive Committees:
  - a. *Academic Affairs (AA) Committee*: Chair Dave "Das" Odasso  
As reported by Das Odasso:
  - b. *Professional Advancement Committee (PAC)*: Chair Veronica Gerace (No Report)

c. *Committee of Chairs (COC)*: Acting Chair of Chairs Nathan Resch

As reported by Nathan Resch:

- "We had two meetings since the last AS meeting. Our last meeting was Wednesday, 10/9/24.
- Our previous meeting on 9/25/24 Included a visit from President Ashanti Hands which was a similar to her academic senate visit and included Q & A.
- The Next Chairs' Academy: (REGISTER) FLEX ID# 25733 – This Friday (October 18, 2024) 9:30AM – 11:30AM (BT206); light Breakfast, Topics: enrollment management using the data/enrollment dashboard, Curriqunet Meta, Common Course numbering, Outcomes assessment tools, and hopefully a competition for fabulous prizes."

d. *Curriculum Review Committee (CRC)*: Faculty Co-Chair Justin Estep

As reported by Justin Estep:

"CRC meets this week. CIC met last week. Now would be a good time to complete two- and six-year reviews. The 25-26 Catalog deadline has passed and the 26-27 Catalog deadline is in May.

Revised templates for AB 1111 (Common Course Numbering) have been released. Advisories are no longer required to be identical. A few other, small changes were made. Phase II surveys and nominations have begun.

The Catalog Subcommittee is meeting October 22 at 3pm.

The District GE Taskforce is meeting November 8 at 9am.

Please let me know if you would like to participate or have any questions."

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

As reported by Dina Miyoshi:

"In order to address Accreditation Recommendation 2, the college must provide evidence they "systematically and regularly improve programs and courses according to their established assessment processes". The college already has established assessment processes so we need to provide evidence we are following these processes. For this reason, the Program Review Steering Committee approved one edit to the Outcomes item in the "Year 3 Updates (2024-2025)" in Nuventive. The new prompt states, "Review Outcomes Report. Review the unit's outcomes assessment process. Discuss connections to unit goals/action plans/resource requests." This edit has been made in Nuventive, and information for completing this prompt has been added. The purpose of this edit is to document connections between CLOs, their assessment results/findings and the unit's goals, action plans, and resource requests to improve the program and courses."

2. Other Committees:

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

As reported by Judy Sundayo:

- "CDAIE last met on 10-4-24, with 18 persons attending.
- In addition to recognizing the continuation of Latinx Heritage Month (*Sept. 15 - Oct. 15th*) CDAIE joins the campus in recognizing Filipino American History Month, Italian American Heritage Month, LGBTQ History Month, National Coming out Day (Oct. 11), and National Disability Employment Awareness Month.
- Dr. Ly Tran presented as a guest on the "Stop the AAPI Hate" campaign, which is receiving wide support throughout the campus.
- Leland Simpliciano recapped the workshops and other activities which took place during AANAPISI week, Sept 23 - 29 and introduced the AAPI Success Guide.
- Lucio Lira reported that The Pride Center was offering a full slate of workshops and activities for LGBTQ History Month and announced that the Student Gay Student Alliance Club would be meeting every Tuesday at 2:30 pm at the Pride Center
- Blythe Barton made an announcement about Your Voice/Your Vote program

- Dean Vickie Miller announced that the AS suicide prevention event was supported by 85 participants. She also announced the District Student Leadership Conference on Oct. 25, the Voter Registration Campaign, and the Student Advocacy Fair taking place on Wednesday, Oct. 16<sup>th</sup> from 10 -2 in the Quad.
  - The next CDAIE meeting will be Friday, Nov. 1st from 9 am - 11 am via zoom”
- b. *Other Committee Reports:*
- Environmental Sustainability Committee (ESC):  
As Reported by Michelle Rodriguez:
    - \* “The ESC met on 10/11 with 5 members in attendance. We have lost members recently to retirement and parenting, and would welcome new members who are interested in helping identify steps in our Climate Action Plan.
    - \* Steps this semester include:
      - Preparing to host a LEAF workshop during Catalyst
      - Working on Transportation and Green Pledge events with interns funded with a grant from the Bird Alliance (aka Audubon Society) which was requested by TerraMesa.
      - Sending a member to serve on the district taskforce to update the green building standards.
      - Continuing to develop and celebrate the Mesa Trail and Garden”
3. Senate Executive Officer Reports:
- a. *President Elect:* Mary Gwin (No Report)
  - b. *Vice President:* Veronica Gerace (No Report)
  - c. *Secretary:* Vacant
  - d. *Treasurer:* Thekima Mayasa (No Report)
  - e. Senator at Large – One Year Term: Ryan Mongelluzzo (No Report)
  - f. *CTE Liaison:* Vacant
  - g. *President:* Andrew Hoffman  
As reported by Andrew Hoffman:
    - “Chancellor’s Forum was here on Sept. 24. I know many of you were here to listen to the chancellor, who was joined by Vice Chancellors Jared Burns and Dan Troy. Thank you to all who participated.
    - The Board of Trustees’ November meeting will be held here at Mesa College on November 7. Unfortunately for me, this is a conflict with the Fall Plenary, but President-Elect Mary Gwin has agreed to represent Mesa’s Academic Senate.
    - Speaking of Plenary, the Region D meeting is this coming Friday. It will be a Zoom meeting, and we’ll be voting on resolutions to take to the plenary. I’m particularly interested in following up on AB1705 implementation. Last academic year the ASCCC passed several resolutions addressing this issue, but little action has resulted. We need data to present to the statewide chancellor’s office – anecdotal information will not be enough.
    - We’re working on language to include in the assessment process that will allow us to show actions taken in response to outcomes assessment. We’re looking for a linkage if you will to connect outcomes assessment and connecting it to the Program Review process. We continue to work on a Glossary of Terms as well.
    - Common Course Numbering continues, but frankly there are some serious snags. There is a lack of consistency in the templates, Outcomes/Objectives are now blurred in the templates, there are questions about articulation of the CCN courses, and local area needs – as expected – are totally trampled (see: ENGL 105). We can participate in surveys, but the writing positions will be down to 12 per course, and I expect that to go lower when we get to Phase III.”

## VIII. NEW BUSINESS:

### A. Draft Updates to District Student Evaluation Form: Miyoshi

As reported by Dina Miyoshi:

"We are (once again) attempting to move forward with updated student evaluation items in the Collective Bargaining Agreement (CBA). The current draft version is the result of consolidation of extensive feedback from faculty here at Mesa. The main challenge with these revisions is we must have agreement between all SDCCD colleges via the Senates but hopefully, we can come to an agreement on a set of items sometime during this academic year."

Move the Item as "Old Business" on the October 28<sup>th</sup> Meeting Agenda:

**M/S**

Gerace/Allbee

**UNANIMOUS**

Cost  
(Proxy to Kushkaki)  
Katungi  
(Proxy to Mayasa)  
Reuss  
(Proxy to Sundayo)  
Sardo  
(Proxy to Saidane)

## IX. OLD BUSINESS:

### A. Updated District Policies & Procedures: Estep

#### 1. Updated Documents:

##### a. *Administrative Procedures (APs) Ready for Constituent Review:*

- AP 4020 (Formerly 5020) Curriculum Development
- AP 4025 (Formerly 5025) Philosophy and Criteria for Associate Degree and General Education
- AP 4101 Independent Study
- AP 41XX Career Technical Education (CTE) Programs of Services
- AP 4103 Work Experience Education
- AP 4222 Basic Skills Coursework (Remedial Coursework)
- AP 4225 Course Repetition
- AP 4227 Repeatable Courses
- AP 4235 Credit for Prior Learning
- AP 4300 Field Trips and Excursions (Student Services AP, Information Only)
- AP 4022 (Formerly 5022) Course Approval

##### b. *Board Policies (BPs) Ready for Constituent Review:*

- BP 4102 (Formerly 5102) Career Technical Education (CTE) Programs of Services
- BP 4300 Field Trips and Excursions (Student Services AP, Information Only)
- BP 4030 Academic Freedom
- BP 4040 (Formerly 5040) Library and Learning Support Services
- BP 4050 (Formerly 5050) Articulation



2. Documents removed from list of documents for today's vote:

- a. SDMC AS President Andrew Hoffman and CRC Faculty Co-Chair Justin Estep removed the following documents from the list for consideration today:

- **AP 4025 (Formerly 5025) Philosophy and Criteria for Associate Degree and General Education**
- **BP 4102 (Formerly 5102) Career Technical Education (CTE) Programs of Services**

Move to Approve the Updated List of Documents:

**M/S**

Browne/Johnson

**29 Approve**

Cost  
(Proxy to Kushkaki)  
Katungi  
(Proxy to Mayasa)  
Sardo  
(Proxy to Saidane)  
**3 Abstain**  
Allbee  
Reuss  
(Proxy to Sundayo)  
Sundayo

**XI. ANNOUNCEMENTS:**

- A.** The next SDMC Academic Senate meeting is October 28, 2024 @ 2:20PM in room MC 211 A/B.
- B.** The next Academic Affairs Committee meeting is October 21, 2024 @ 4:15PM in room A117.
- C.** The next Committee of Chairs (CoC) meeting is October 23, 2024 @ 2:30PM in room MC 211 A/B.
- D.** The next Curriculum Review Committee (CRC) Meeting is October 17, 2024 in room LRC 435 @ 2:15PM .
- E.** The next SDMC AS Exec meeting is October 21, 2024 @ 2:30PM in room A117.
- F.** The next Professional Advancement Committee meeting is October 16, 2024 @ 2:30PM in room A117.

**X. ADJOURNMENT@ 3:55PM.**

Move to Adjourn:

**M/S**

Gerace/Sundayo

**UNANIMOUS**

Cost  
(Proxy to Kushkaki)  
Katungi  
(Proxy to Mayasa)  
Reuss  
(Proxy to Sundayo)  
Sardo  
(Proxy to Saidane)

Submitted by Sue Saetia:

Approved by the SDMC AS: