



**San Diego Mesa College
Academic Senate
Committee of Chairs
Hyflex Meeting**

Room MC 211 A/B & Zoom

September 14, 2022

2:30PM – 4:00PM

MINUTES

Present:

Chair of Chairs Jill Moreno Ikari, Mark Abajian, Valerie Abe, Evan Adelson, Sandy Belew, Anar Brahmbhatt, Donna Budzynski, Jarred Collins, John Crocitti, Nellie Dougherty, Ian Duckles, Christie Dupraw, Helen Greenbergs, Alison Gurganus, Michael Harrison, Erika Higginbotham, Paula Hjorth-Gustin, Amanda Johnston, Ken Kuniyuki, Tara Maciel, Bryan Malinis, Thekima Mayasa, Dina Miyoshi, Bruce Naschak, Alison Primoza, Nathan Resch, Cynthia Rico, N. Scott Robinson, Jennifer Snyder, Irena Stojimirovic, Leslie Styles, Chris Sullivan, Oscar V. Torres, Manuel Vélez, Walter "Duane" Wesley, Todd White, Robert Wong, George Ye and Guests Howard Eskew, Tasha Frankie and Mary Gwin

Excused Absence:

Jennifer Sime

I. CALL TO ORDER AND WELCOM by Chair of Chairs Jill Moreno Ikari @ 2:32PM.

II. APPROVAL OF DRAFT AGENDA:

Motion to approve:

M/S

Crocitti/Gustin

UNANIMOUS

III. GUEST: None

IV. APPROVAL OF DRAFT MINUTES: May 11, 2022

Motion to approve:

M/S

Crocitti/Sullivan

UNANIMOUS

V. OLD BUSINESS: None

VI. NEW BUSINESS:

A. Fall 2022 Enrollment: Moreno Ikari

1. Academic Senate President John Crocitti asked the Department Chairs what their School Deans consider low enrollment.
 - a. Alison Primoza reported Dean Shimazaki goes by what the Vice President of Instruction (VPI) is willing to tolerate for Languages and Alison also reported that she is receiving complaints from Students who need additional Add Codes.
 - Bryan Malinis reported that Communications Studies Students are not using all the Add Codes that his department Faculty give out.
 - b. Donna Budzynski does not believe there is a number for her Chemistry and the Add Codes should have expiration dates.
 - c. Ken Kuniyuki said our Students are trying to find the appropriate GE classes.
 - d. Paula Gustin said maybe we should allow Students to add classes on their own during the first week of the semester.
 - e. Cynthia Rico reported the Counselors have been scrambling to help Students fill their schedules.
 - f. Academic Senate President John Crocitti reported that his School Dean has a very different definition of too low enrollment than he does.
 - g. Irena Stojimirovic reported that Physics has an 80% fill rate for our classes with 30-45 Student class caps.

- h. Michael Harrison said the information page for a class needs to show how many Add Codes have been given out.
- i. Bruce Naschak reported Miramar's Humanities classes have gone almost completely online since the pandemic began and the online classes are filling up first.
- j. Communications Studies Department Chair Bryan Malinis expressed concern that classes are being cancelled prematurely.
- k. Donna Budzynski reported Miramar College is holding all their Chemistry Labs online.
- l. Michael Harrison said many programs are putting their classes online to maintain enrollment and Students will go elsewhere if Mesa College does not have the classes they need online.
 - The programs that are scheduling the majority of their classes online do not seem to be focusing on pedagogy.
- m. Helen Greenbergs said many Students do not want to take their classes online.
 - Many factors drive enrollment and scheduling all classes online is not the only solution.
- n. Mark Abajian reported the Business Program has been scheduling successful online classes since 2004.
- o. Chris Sullivan said Department Chairs should ask Dean Shelly Hess to schedule Districtwide Discipline meetings to address issues of concern.

B. Spring 2023 Schedule: Moreno Ikari

1. Chair of Chairs Jill Moreno Ikari reported there has been discussion about holding more classes during the January 2023 Intersession.
Helen Greenbergs said we need to be more sensitive to whether a four-week class is pedagogically sound.
2. Chair of Chairs Jill Moreno Ikari also reported the spring 2023 schedule will go live on October 17th.

C. Chairs' Academy: Moreno Ikari

1. An Overview of Department Chair's Responsibilities:
 - a. October 14, 2022 (11:00AM – 12:30PM) FLEX Workshop ID# 15569 ([Zoom Link](#)) [RSVP Form](#)
 - b. Goal: Provide insight into the role and support for Department Chairs as they navigate and manage their various duties.
 - c. The focus of this session is Articulation and Curriculum.
 - d. *Panelists:*
 - Vice President of Instruction (VPI) Isabel O'Connor
 - Learning Resources/Academic Support Dean Andrew MacNeill
 - Articulation Officer Juliette Parker
 - Curriculum Review Committee Faculty Co-Chair Justin Estep
 - Curriculum Coordinator Chris Kinney

VII. DEPARTMENT REPORTS: None

VIII. PLANNING/COMMITTEE REPORTS:

A. Academic Affairs: Gwin

As reported by Mary Gwin:

"Academic Affairs had our first meeting on 8/29/22. We discussed several items on the agenda, notably Mesa's portion of the Student Centered Recovery Plan document at the prior Board of Trustees Meeting and the numbers of returned FTEF numbers from the Chancellor's Cabinet Enrollment Update. No actions were taken."

B. Academic Senate: Crocitti

As reported by John Crocitti:

"Chairs should let me or Jill know if their Deans are cancelling f2f sections even when enrollment is 40-50% of cap.

Chairs should let me or Jill know about IT problems in offices or classrooms. I will work with the Senates at the other SDCCD campuses to craft a resolution regarding the need for better IT support."

C. Curriculum Review Committee (CRC): Resch

As reported by Nathan Resch:

"First CRC Meeting 9/1/22

- The catalog proof review is happening earlier this year due to catalog publication and registration dates also moving up. Revisions are due to VPI Isabel O'Connor's office by 9/30.

- The district has chosen CurriQūnet Meta as the software to replace our current version of CurricUNET. Chris Kinney is meeting with a district rollout team every 2 weeks to work through design and implementation. Chris welcomes feedback about what works and does not with the current version so email her with feedback.

- New CRC chair Justin Estep has emailed out courses that are due/overdue for 2/6 year review, as well as a list of courses that have not been offered in some time. Chairs are encouraged to review the lists to stay on top of revisions and consider deactivating courses that will no longer be offered.

- During the ASCCC 2022 Curriculum Institute, attendees and participants had many recommendations, cautions, and questions about the massive undertaking of the California Community College common course numbering system as required by AB 928 and AB 1111. Here is information on the legislation and links to feedback.

AB 928: Student Transfer Achievement Reform Act of 2021 <https://www.calstate.edu/impact-of-the-csu/student-success/AB-928/>

AB 928: Feedback on AB 928 <https://asccc.org/content/submit-input-ab-928>

AB 1111: Common Course Numbering <https://www.asccc.org/content/get-411-course-identification-numbering-system-c-id-and-ab-1111-berman-2021-common-course>

AB 1111: Feedback on AB 1111 <https://asccc.org/content/submit-input-common-course-numbering-implementation>

-Juliette Parker, the Mesa Articulation Officer has reached out to chairs with courses in area E lifelong learning of the CSU GE pattern for transfer impacted by AB 928. The CSU indicates Lifelong Learning and Student Development will become a CSU graduation requirement at the upper division level The ASCCC requests input regarding the singular GE pattern. The benefits our diverse student population receive in Area E courses like those in EXSC Health & Counseling contribute to greater student success at a crucial time (the beginning), of our students' journey on our campuses. The proposal's suggestion that these courses be added as upper division courses removes the core intent and impact of these courses which occurs at the beginning of a student's journey in higher education. Planning has begun to schedule a meeting to discuss a coordinated effort to share our concerns about Area E with the ASCCC. Additionally we have a resolution for ASCCC consideration which requests that the CSU retain the option for students to complete Lifelong Learning and Self-Development with a lower division course. If the resolution passes, the ASCCC leadership may meet with the CSU.

Next Meeting Thursday 9/15/22"

D. Student Services: Rico

Counseling Department Updates:

As reported by Cynthia Rico:

"Hello All:

Yesterday at the Chairs meeting I reported that I would share two documents which are attached:

- 1) An updated listing of Counseling Faculty Liaisons to your departments (Forwarded to the Department Chairs)
- 2) A short tip sheet when working with Veterans students. (Forwarded to the Department Chairs)

Additionally, I was asked a question if a partially online (hybrid) course would meet the definition of an on-campus course for VA Benefits. John Crocitti did begin to say yes, and I chimed in and misspoke. John was correct, YES, a Partially online course counts as long as it has an on-campus meeting pattern attached to the class.

Lastly, in my report I announced that now until October 17, 2022, is a great time to encourage students to schedule their appointment with a counselor if they need to complete a comprehensive education plan (semester by semester plan). The students must meet the criteria of having at least one semester completed at our District, be enrolled in one course, and ALL transcripts must have been received and EVALUATED. Students can come to the office to schedule the appointment or call (619) 3788-2672.

Thanks so much,
Cynthia"

EOPS Updates:

As reported by Nellie Dougherty:

"*FAST & NextUP*: (Current or former Foster Youth)

- Students had a distribution event this week.
- Students who completed 1st appointment will be eligible for a grant.
- Markus Berrien has accepted a position at Mira Costa College.

Borderless Scholars: The team will be presenting for Latinx Heritage Month.

- Undocumented week of action 17-21
- Ally Training – Tuesdays(Flyer will be sent through DL)
- Open Labs for students having trouble filling out Dream Act

Rising Scholars:

- Live scans for formerly incarcerated students
- Background checks reviewed by lawyers to make sure students are going into correct fields of study with their record. Record Expungement.
- Movement BE poetry writing- Students will participate in a 3 week series where they will learn to tell their stories through poetry. At the end of the series, students will share with student and faculty. (flyer will be sent through DL)

CARE:

- Welcome back events
- Grants were given, as well as meal cards and gas cards.
- Holiday event for single parents with CARE and CalWorks

EOPS:

- Application workshops
- Open Labs to help with the application process
- CSU & UC Workshops"

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

F. Enrollment Management and Instructional Strategic Planning Workgroup: Gustin

As reported by Paula Gustin:

"Friday Sept 16 is the kickoff to the Enrollment Management Work Group whose goal is to develop a three-year Strategic Enrollment Management Plan by May 2023 in order to create a student-centered schedule that is predictable, responsive, efficient, and supports student success, completion, and equity outcomes. Approximately 70 people are registered to participate. It is a collaborative effort where each work group is being co-chaired by a faculty member and an administrator. There are seven subgroups: Education, Review of Scheduling Practices Workgroup, Equity and Student Success Workgroup, Scheduling Tools Workgroup, Strategies, Partnerships and Innovation Workgroup, Environmental Scan Workgroup, and Marketing, Communication, and Outreach.

Special thanks to Chemistry Department Chair Donna Budzynski who is the Faculty Co-Chair of the entire group along with VPI O'Connor and Dean Ly."

I. Planning & Institutional Effectiveness (PIE) Committee: Crocitti/Moreno Ikari (No Report)

J. President's Cabinet: Crocitti/Moreno Ikari (No Report)

K. Program Review Committee (PRC): Miyoshi

As reported by Dina Miyoshi:

"Program review is transitioning from Taskstream to a new software system called Nuventive. The PR platform is in the process of being built out so we will be operating on a different timeline for this academic year. At this point, it looks like the Program Review will occur in the Spring semester (instead of this Fall). No deadlines/schedule have been set yet."

L. Mesa Pathways Committee: Alioto/Eskew

As reported by Howard Eskew:

"Mesa Pathways Retreat:

On Thursday, August 11th, Mesa Pathways hosted an in-person retreat at the College of Continuing Education - North City campus from 9am-3pm. The retreat was facilitated by Dr. Al Solano, and over 30 Mesa College faculty, administrators, classified professionals, and students participated in various activities centered in campus culture, change and inclusive leadership. The afternoon portion allowed our workgroups and project teams to work together to complete a gap analysis and action planning with a focus on strategies to move their Pathways work forward in this upcoming year. We are in the process of transcribing all of the work that was completed in this substantive retreat, and look forward to sharing the details with the Mesa community.

Student Success Teams:

The Student Success Team project team core members met regularly this past summer to plan for and launch an SST pilot this fall. Many forms and tracking tools have been developed, as well as a Canvas Shell for SST members to keep track of campus resources. The pilot team includes a Faculty Lead (Ian Duckles), a Data Coach (Gina Abbiate), a counselor (Gabriel Adona), a Student Services/Equity Coach (Pahua Vang), and an Administrator (Leslie Shimazaki).

The team identified 57 students for a pilot group, as well as a similar cohort to serve as a control. Students in the pilot group will receive targeted communications and interventions from the SST, and students in the control group will not. Students in the pilot group received their first communication on 8/17/22 to introduce them to the team, and to encourage students to enroll full-time, including a recommendation to enroll in the appropriate ENGL + MATH courses.

This project team will continue to meet throughout the semester to monitor and/or modify their communication and intervention plan, and will be providing updates to MPC throughout the semester. Special thanks to the project team

leads: Ian Duckles, Gina Abbiate and Pahua Vang, as well as the pilot team, for their efforts to successfully launch this pilot.

Data Coaches:

The Data Coaches will begin its semester long training program beginning September 8th. The cohort consists of faculty, classified professionals, and administration members. The goal of the program is to build a sustainable practice of data-informed decision-making within the campus community. Data coaching is meant to unite administrators, professors, and classified professionals to act in response to disparities in equity. We are proud to support the launch of this program. Thank you to the project leads Gina Abbiate and Anda McComb for their leadership on this project and to project assistant Stephanie Oldengram and the rest of the Data Coaches project team for the great work on this project.

Academic & Career Pathways (ACPs):

We are pleased to share that our Academic & Career Pathways (ACP) icons and descriptions are now posted on the Mesa Pathways website, and work continues in the marketing of our ACPs to the greater campus community: <https://www.sdmesa.edu/mesa-pathways/acp-icons-descriptions.shtml>

We will be promoting our ACPs during Club Rush, September 20-22th from 11am-1pm on Sunrise Plaza. Faculty, including counselors, our Pathways Fellows, and Career Ambassadors will be present to talk about our ACPs, and provide information, giveaways and swag to students. We hope to see you that week!

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, September 14th from 12:45 - 2:15 pm (future meeting format TBD, but meetings are currently held online via Zoom)

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

IX. ANNOUNCEMENTS/ROUND TABLE/FOR THE GOOD OF THE ORDER:

A. Tasha Frankie will be the CISC Department Chair in spring 2023.

1. Tasha will attend the fall 2022 CoC meetings as a guest.

X. NEXT COC MEETING: October 12, 2022 (**Location Change to Room LRC 435**)

XI. ADJOURNMENT @ 4:03PM:

Submitted by Sue Saetia:

Approved by the Committee of Chairs (CoC):