



**San Diego Mesa College
Academic Affairs Committee
October 1, 2018: Room A117 (4:15PM-5:30PM)
MINUTES
Draft**

Present: Chair Howard Eskew, Mary Gwin, Bryan Malinis, Miriam Pacheco, Joe Safdie, Steve Sanchez and Oscar V. Torres
Absent: Jack Forman (Excused)

I. Call to Order by Chair Howard Eskew @ 4:24PM.

II. Review and Approval of Draft Agenda:

Motion to approve with the addition of Committee Structure, Equivalency Determination and Enrollment Management to the agenda:

M/S

Gwin/Safdie

UNANIMOUS

III. Review and Approval of Draft Minutes: September 17, 2018

Motion to approve:

M/S

Malinis/Safdie

UNANIMOUS

IV. Report from Academic Senate Meeting: September 24, 2018 (Chair Howard Eskew)

A. Associated Student Government (ASG):

1. Senator Mark Girtan reported the ASG would like to hold events that are not only fun, but also support the needs of Mesa College Students.

B. Guided Pathways Inquiry Groups:

<http://www.sdmesa.edu/about-mesa/governance/academic-senate/Mesa%20Pathways%20Inquiry%20Team%20092618.pdf>

1. Please consider joining one of the Inquiry Groups.
2. Please click on the link above to find the Chairs' contact information.
3. The Inquiry Groups are not official committees.
 - a. You will not receive an email from Academic Senate Vice President Dina Miyoshi.

C. Academic Senate Orientation:

<http://www.sdmesa.edu/about-mesa/governance/academic-senate/Senate%20Orientation.pdf>

1. Academic Senate President Kim Perigo had a PowerPoint presentation on the source and scope of the Academic Senate's purview.
 - a. The presentation included the San Diego Community College District (SDCCD) Board of Trustees (BOT):
 - Administrative Policy 2510: Consult Collegially with the four (4) Academic Senates
<https://www.sdccd.edu/docs/District/policies/Board%20Operations/BP%202510.pdf>

D. Resolution 18.5.3 – Creation of the Fine & Performing Arts Committee:

1. The Committee will not perform the work of the Academic Senate.
 - a. The resolution has been tabled in order to find a suitable home for the committee.

V. Guest(s): None

VI. Old Business: None

VII. New Business:

A. Committee Structure/Processes: Chair Howard Eskew

1. Accreditation Standards requires us to have a list of all Mesa College Committees and the body each committee reports to.
2. Some of the current subcommittees of Academic Affairs are not doing Academic Senate work.
 - a. The proposed Mesa College Fine & Performing Arts Committee will not perform Academic Senate work. (We need to find an appropriate home for the committee.)
 - Oscar V. Torres asked if committees can report to Academic Affairs if they cannot find another committee to report to.
 - Mary Gwin said Academic Affairs agreed in the past that committees need to have a voice.
3. How are New Mesa College Faculty Members assigned to committee?
4. Academic Senate Vice President Dina Miyoshi is putting together definitions including what is a committee verses an inquiry group verses a task force verses a work group.
5. Joe Safdie asked if Faculty Members' committee memberships can be included in their directory information.
6. We will research committee structures at other institutions including their websites.

B. Equivalency Determination Process:

1. Academic Affairs will need to rewrite the procedure and create a fully electronic process.
 - a. Chair Howard Eskew and Bryan Malinis will conduct research.

C. Enrollment Management:

1. The Committee of Chairs (COC) will discuss Enrollment Management during their second meeting of each month.
2. The Department Chairs agreed that we do not need to create an official Enrollment Management committee.
3. The School Deans and Department Chairs have primary responsibility for Enrollment Management.

VII. Round Table:

- A.** Joe Safdie reported the Third Annual Teach-In is on October 23, 2018 @ 12:00PM outside the Learning Resources Center (LRC).
- B.** Miriam Pacheco reported Counseling sent out progress report requests for San Diego Promise Students.
1. Please encourage your Department Faculty to complete and return the progress reports.

VIII. Next Meeting: October 15, 2018

- A.** Academic Senate Vice President Dina Miyoshi will be our guest.

IX. Adjournment @ 5:11PM.

Motion to approve:

M/S

Safdie/Sanchez

UNANIMOUS