



**SAN DIEGO MESA COLLEGE ACADEMIC SENATE**  
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**San Diego Mesa College  
 Academic Affairs Committee  
 October 29, 2018: Room A117 (4:15PM-5:30PM)  
 AGENDA  
 Draft**

**Present:** Chair Howard Eskew, Jack Forman, Mary Gwin, Bryan Malinis, Miriam Pacheco, Joe Safdie and Oscar V. Torres

**Absent:** Steve Sanchez (Excused)

**I. Call to Order by Chair Howard Eskew @ 4:21PM.**

**II. Review and Approval of Draft Agenda:** October 29, 2018  
 Motion to approve with the addition of Academic Affairs Committee Meeting date/time to the agenda:  
**M/S** Malinis/Forman **UNANIMOUS**

**III. Review and Approval of Draft Minutes:** October 15, 2018  
 Motion to approve:  
**M/S** Forman/Gwin **UNANIMOUS**

**IV. Report from Academic Senate Meeting:** October 22, 2018  
**A.** Discussion regarding the Mesa College Guided Pathways (GP) and the GP Consultant:  
**B.** Academic Senate Meeting Start/End Times: Will remain 2:30PM – 4:00PM  
**C.** ASSIST Website: Repository of Mesa College Articulation Agreements with the CSU and UC:  
 1. Articulation Agreements have not been updated for two year.  
**D.** Textbook Affordability: There will be course with no textbook costs in spring 2019.  
**E.** California Travel Ban: State will not fund travel to eleven states with Ant LGBTQ legislation.  
 • Alabama  
 • Kansas  
 • Kentucky  
 • Mississippi  
 • North Dakota  
 • Oklahoma  
 • South Dakota  
 • Tennessee  
 • Texas

**V. Guest(s):** None

**VI. Old Business:**

**A. Guided Pathways (GP) Inquiry Groups:** Chair Howard Eskew  
<https://www.sdmesa.edu/about-mesa/current-initiatives/guided-pathways/meetings.shtml>

1. Please join an Inquiry Group.

## **VII. New Business:**

### **A. Equivalency Application Process:** Bryan Malinis As reported by Bryan Malinis:

#### **Coast Community College District**

<https://www.cccd.edu/employment/Documents/ApplicationForEquivalency.pdf>

- Left messages on 10/8 and 10/15.

#### **Rancho Santiago Community College District, Linda Honda**

<https://rscdd.edu/Trustees/Documents/ARs/ARs-Chapter%207/AR%207120.1%20Full-Time%20Faculty%20Recruitment%20and%20Selection.pdf>

- Done manually
- 2 Forms:
  - o Form 1 (created for the Discipline)
  - o Form 2 (created for the Individual)
- Approval process:
  - o Takes a long time to go through the approval
  - o Department Chair appoints a committee to review the application and determine fit as guided by parameters indicated on Form 1.
  - o Once approved by the department, goes to Academic Senate for review and approval.
    - Senate not in session over summer, so it takes a long time!
    - Applicants can turn in all their paperwork until final approval is obtained by AS. No paperwork is processed until equivalency is approved.
    - NOTE: CalSTRS is a time-sensitive form. So, if forms are late, they lose some of their benefits in terms of their dates of official employment.

#### **South Orange County Community College District**

<http://www.socccd.edu/humanresources/documents/SOCCCD-EquivalencyForm.pdf>

- Left messaged on 10/8 and 10/15.

#### **North Orange County Community College District, Vicky McPherson**

[http://nocccd.edu/files/7210-1apfinalreviseddcc-2017-09-25\\_51521.pdf](http://nocccd.edu/files/7210-1apfinalreviseddcc-2017-09-25_51521.pdf)

- Done manually
- Process allows for immediate hire:
  - o Dean and Department Chair do the first assessment of the minimum qualifications and determine whether the candidate should be hired.

- Request is sent via “special memo” to request hiring for ONE semester while equivalency is determined.
- Employee is hired by HR upon the request of the Dean/Chair for ONE semester. Employee answers 5 equivalency questions. The answers are submitted to a **Standing Equivalency Committee** to review during the first semester of employment.
- By the end of the first semester, the employee will appear before the committee and answer any questions. The committee decides whether or not equivalency is granted.
  - If approved, employment continues.
  - If not approved, employment ends after the first semester is completed.

#### Grossmont-Cuyamaca Community College District, Jacqueline

<https://www.gcccd.edu/human-resources/equivalency-instructions.html>

- Done manually
- Very easy process for both part-time and full-time positions:
  - Goes through Department Chair/Coordinator
  - Faculty member of the discipline in good standing
  - Dean and VP of Instruction (12 month employees)
  - NO ACADEMIC SENATE APPROVAL NEEDED

#### Southwestern Community College, Efren Barrera

<http://www.swccd.edu/modules/showdocument.aspx?documentid=5216>

- Left message on 10/15.
- Similar to NOCCCD.

#### Mira Costa Community College District, Sandy Muryasz

<http://www.miracosta.edu/governance/academicsenate/equivalencycommittee.html>

- Done manually
- Process for associate faculty (part-time):
  - Department must want to hire on equivalency. Send application to committee.
  - Faculty Equivalency Committee (all faculty from across the campus, including part-time)
    - Review application and make recommendation to approve or not approve.
  - Academic Senate

- Approve or deny the request.
  - Once approved, they can start teaching.
  - Goes to Governing Board meeting for final ratification. Person can start working prior to Board ratification.
- Process for full-time:
  - Once hiring committee selects interview candidates, if there are equivalency applicants among them, then...
  - Sent directly to Faculty Equivalency Committee for expedited processing.
  - Academic Senate must also approve prior to the initial interview, even if done by Ad Hoc meeting.
  - Sent to Board to “ratify”.
- Over the summer:
  - Equivalency Committee Chair will send an email to all chairs at the end of May to solicit final equivalency applications prior to summer convenes.
  - Senate approval will happen during Flex Week (week prior to start of classes). Still, hiring packet is not accepted until Senate has given approval.

**B. Academic Affairs Committee Meeting Day/Time:** No changes were approved.

**VII. Round Table:**

- A.** Joe Safdie reported the fall 2018 Teach In went well and Mary Gwin spoke.
- B.** Bryan Malinis reported judges are still needed for the Grossmont College Thanksgiving week competition.
  - 1. Mary Gwin has volunteered to be a judge.

**VIII. Next Meeting:** November 26, 2018

**IX. Adjournment @ 5:31PM**

Motion to adjourn:

**M/S**

Gwin/Malinis

**UNANIMOUS**