

**San Diego Mesa College**

**Academic Affairs Committee**

**February 28, 2022**

4:15PM - 5:00PM

[**https://cccconfer.zoom.us/j/99492068635**](https://cccconfer.zoom.us/j/99492068635)

**MINUTES**

**Present**: Oscar V. Torres, Linda Hensley, Mary Gwin, Amanda Johnston, Bryan Malinis, Miriam Pacheco, Sean Ricketts, Jennifer Sime and Guest: Marisa Alioto

**Absent**: Gabriel Adona, Dave Odasso, Leslie Seiger

1. **Call to Order @** 4:21PM.
2. Roll of attendance by Chair Oscar V. Torres:
3. **Review and Approval of Draft Agenda**:
4. Additions to agenda/ member suggestions: Committee members had no edits or modifications to the agenda.
5. **Special Guest(s)**: None
6. **Review of Draft Minutes:** February 7th, 2022. Minutes had been sent to members for their review 1 week prior to our meeting.
7. **Reports from:**
8. **Committee of Chairs Meetings**: Oscar V. Torres
9. Wednesday, February 9, 2022:

Some students are taking face to face and online classes at the same time. Some students only have 10 minutes between an online class and a face to face class on campus, and are stating difficulties attend both classes.

The district is working with the American Federation of Teachers (AFT) on a Covid 19 booster requirement. The estimated time of requirement is being considered to be July 2022.

Among various governance and administrative committees, here is continued discussions about increasing the percentage of online classes relative to pre-pandemic course offerings.

At CoC, is was estimated that enrollments dropped by approximately 30% in some programs.

At CoC, it was also shared by many discipline chairs that many face to face classes were cancelled during at the start of spring 2022. This resulted in classes being cut in ways that we have not experienced before, even though FTEF allocations were the same as last year.

Moving forward, fall 2022 FTE allocations will be the same as fall 2021.

The big question is will our Students return? And who can faculty help to increase enrollments.

Some programs are developing promotional campaigns for their classes to help boost enrollments.

Mary Gwin reported Philosophy has been promoting our classes since she came to Mesa College. (More programs are promoting their classes than before the pandemic.)

Sean Rickett asked if there is a goal for the percentage of classes that will be face to face in fall 2022. Oscar V. Torres believes the goal will be to schedule more face to face classes in fall 2022. Linda Hensley states there are no set percentages of face to face classes. Faculty Leadership and the Schools Deans will work together to make decisions regarding their individual programs.

Miriam Pacheco asked if there has been any conversation regarding the AP 7071 that allows Faculty to work remotely?

Oscar V. Torres reported he is trying to inform Faculty that the issue is coming up and it will have to be addressed. The School Deans and the VPI would need to approve requests from Faculty to work remotely. The AP has been an agenda item for other governance and committee groups across campus.

Miriam Pacheco reported she heard Managers and Supervisors will receive training for the AP. Linda Hensley reported she will receive training by the SDCCD regarding the AP.

1. Wednesday, February 23, 2022:
2. The Chairs are organizing and planning for the upcoming summer and fall 2022 scheduling.
3. **Academic Senate**:
4. Monday, February 14, 2022:
5. There is a push to quickly present the data for the Campus wide Test Proctoring Center Faculty Survey to the Academic Senate. The Academic Affairs Committee will make sure that we analyze the data fully before we present the data to the Academic Senate.
6. Committee on Elections:
7. As pointed out by the Academic Affairs committee, there is a need to have the committee on Elections re-established. Vice President Sakeenah Gallardo will put out a call for three (3) Faculty members to serve on the Committee on Elections.
8. The Academic Senate is required to hold elections for Senate Exec positions and Senators for Adjunct Faculty at the beginning of March according to the Academic Senate constitution. Up for election include new incoming president and 1 senator a large position.
9. **President's Cabinet**:Tuesday, February 15, 2022 (No Report)
10. **Executive Team**:
11. Monday, February 28, 2022:
12. We need to make sure that work groups who want to push their agendas forward need to be part of the college structure and report to a shared governance body. The onset of ad-hoc groups, counsels, or advisory committees across campus continues. It is best if these groups merge formally with the structure of a governance groups so that they follow policies, rules, procedures, report minutes, hold elections, and report out to other groups.

1. **Upcoming meetings from campus and SDCCD**:
2. Committee of Chairs: March 9, 2022, at 2:30 PM
3. Academic Senate: March 7, 2022, at 2:20 PM
4. President's Cabinet: March 1, 2022, at 2:15 PM

**VII. Old Business**:

1. **Mesa College Library Advisory Committee – Addition to Academic Senate Constitution Standing Committees List**:
   1. Chair Oscar V. Torres reported he sent the draft resolution to Learning Resources/Academic Support (LRAS) Chair Alison Gurganus. Thank you to the Academic Affairs committee for working on these constitutional changes and resolution.
2. **Communication with the Asian American Pacific Islander (AAPI) Advisory Committee**:
   1. Chair Oscar V. Torres reported he sent invitations to the AAPI Advisory Committee members to provide an annual report to the Academic Affairs Committee as stipulated in the Academic Senate constitution and their website. We are still waiting to receive a response.
   2. One recommendation from the last accreditation visit is that all subcommittees should provide regular reports and updates.
3. **New Business**:
4. **Interpretation of the Campus wide Test Proctoring Center Faculty Survey Data**: Torres
   * + - 1. We received 118 responses.
         2. Chair Oscar V. Torres - our task now is to analyze and interpret the data.
         3. The presentation includes a report on information Leslies Seiger provided from her research on existing local community college Test Proctoring Centers in our area last semester.
         4. Mary Gwin asked if a Campus wide Test Proctoring Center at Mesa College would become a local testing hub?
         5. Oscar V. Torres reported 33 % of Faculty respondents said they would use the Campus wide Test Proctoring Center.
         6. Respondents reported issues that would keep them from using the services provided by a Campus wide Test Proctoring Center.
         7. The biggest obstacle reported is time limitations.
         8. 68.7% of respondents reported that they allow Students to take tests during their office hours.
         9. Some faculty reported that they posts exams online and gives allow students a few days to take the exams.
         10. The Senate Exec expressed concern that Faculty reported that they allow their Students to take tests outside of their office hours and at a location other than their Faculty offices.
         11. The majority of respondents prefer to teach their classes in the face to face modality.
         12. Oscar V. Torres will forward the PowerPoint presentation of the survey data to the Academic Affairs Committee for review and edits. Please send your feedback via email.
         13. Oscar V. Torres How do we move forward?
         14. Mary Gwin said the presentation looks goods.
         15. Bryan Malinis said faculty would welcome a Campus wide Test Proctoring Center, but they do not seem to be enthusiastic.
         16. Jennifer Sime said Faculty has been able to make do with the resources that are already available to them.
         17. Linda Hensley reported the Testing Center as her former institution had a lot of requirements that made it difficult to use the Testing Center.
         18. Jennifer Sime wondered how many Faculty Members would actually use the Campus wide Test Proctoring Center if one is available.

**IX. Round Table Discussion/Announcements by Membership**: None

**X. Next Meeting**: March 14, 2022

**XI. Adjournment @** 5:33PM.

**Web Links**

**PCAB: Tuesdays, 2:15 pm**

March 15, 2022 (Environmental Sustainability Committee and Student Equity & Achievement)

<https://cccconfer.zoom.us/j/98496204353?pwd=TVF3OFpiYkxjb2pXZW1DazY4RHY5dz09>

Passcode: Pcab2022

**Chairs Committee: Wednesdays, 2:30 pm**

March 9, 2022

<https://cccconfer.zoom.us/j/93671528972>

**Academic Senate: Mondays, 2:20 pm**

March 7, 2022

<https://cccconfer.zoom.us/u/ab0O3VPSzk>

**Classroom Technology Support**

Phone 619-388-2880

Email MesaCTS@sdccd.edu

**Employee Office Technology Support**

Phone 619-388-7000

Email IThelp@sdccd.edu

**EEO Training**

March 21, 2022 (Monday, 8:30 am – 12:30 pm) Zoom email: [ehiel@sdccd.edu](mailto:ehiel@sdccd.edu) to register

Submit your suggestions for the **AFT contract negotiations** here

<https://leadernet.aft.org/webform/sdccd-faculty-union-contract-survey-2022>