



**San Diego Mesa College
Academic Affairs Committee
March 19, 2018: LRC 208 (4:15PM-5:30PM)
MINUTES
Draft**

Present: Chair Howard Eskew, Jack Forman, Mary Gwin, Bryan Malinis, Waverly Ray, N. Scott Robinson, Joe Safdie and Oscar V. Torres

Absent: Steve Sanchez

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

II. Review and Approval of Draft Agenda:

Motion to approve:

M/S Gwin/Torres

UNANIMOUS

Motion to amend:

M/S Torres/Forman

UNANIMOUS

III. Review and Approval of Draft Minutes: March 5, 2018

Motion to approve with changes from Mary Gwin, Waverly Ray and Oscar V. Torres:

M/S Safdie/Forman

UNANIMOUS

IV. Report from Academic Senate Meeting: March 19, 2018 (Chair Howard Eskew)

A. Guided Pathways (GP) Draft Work Plan:

1. Dina Miyoshi reported the Gantt chart is different from the discussion during the last task force meeting.
2. Student Mental Health Services was added to the plan as suggested by Senator Helen Greenbergs.
3. Our Students need to be active in the Guided Pathways process.
4. There is a districtwide Guided Pathways meeting this week.
5. The plan was approved by the Academic Senate. (Five Members Abstained)

B. Senator at Large Vacancies:

1. We need candidates for the two Senator at Large vacancies. (One (1) One-Year Term/One (1) Two-Year Term).

V. Guest(s):

VI. Old Business:

A. Guided Pathways Research Paper: Clean-Up and Reference Reframing

1. Eliminated #7 - Recommendations. (The Exec wants it to only be a research paper.)
2. Added Jack Forman's updated references.
3. Joe Safdie submitted grammatical changes.

B. Fall 2016/Spring 2017 Project: Update Position Paper #2 – Curriculum Balance & Curriculum Data: With a Distance Education Component

1. Academic Affairs will incorporate the changes from Senate Exec into the document.

C. Review of the Committee's Mission Statement and Goals for the upcoming year.

1. Waverley listed the Academic Affairs Committee members' suggested changes during the March 5, 2018 meeting.
 - a. Chair Howard Eskew thanked Waverley for typing up the suggestions.
2. The last Accreditation Team found committees that do not report to anyone.
3. Oscar V. Torres asked if Academic Affairs can help our subcommittees with issues they encounter and/or make recommendations.
4. Chair Howard Eskew and Waverley Ray asked if the Academic Affairs Committee can clarify our recommendations via positions papers.
5. Chair Howard Eskew will confirm the list of Academic Affairs subcommittees.

D. Committee Project - Survey Development: Research Mesa College Committees with Faculty Membership

1. Academic Senate Vice President Dina Miyoshi asked Academic Affairs to develop a survey.
2. Chair Howard Eskew reported the Accrediting Committee for Community and Junior Colleges (ACCJC) has standards for committees.
 - a. One standard is committees must record their activities and make their records accessible.
3. What information should the survey ask for?
 - a. Current Committee Service?
 - b. Committee Name?
 - c. Committee Chair?
 - d. Goal/Purpose of the Committee?
 - e. Who does the Committee report to?
4. N. Scott Robinson said Contract Faculty report their committee service to their School Deans each semester on their Program Cards.
5. Oscar V. Torres said Self-Reporting from Faculty would be better.
6. Chair Howard Eskew said it is a moving target since committee membership changes so frequently.
7. Chair Howard Eskew will invite Academic Senate Vice President Dina Miyoshi to be our guest on April 9th.

VII. New Business: None

VII. Round Table:

- A.** Chair Howard Eskew said we are still working to align Academic Affairs with Senate Exec meetings.
- B.** Jack Forman reported the LRC is holding its 20th anniversary celebration in April.
- C.** Bryan Malinis reported the Mesa College Debate Team took third place overall in Toronto.
- D.** Joe Safdie reported the English Department is working on a resolution for Honors online classes.

VIII. Next Meeting: April 9, 2018

IX. Adjournment @ 5:31PM.

Motion to adjourn:

M/S

Forman/Robinson

UNANIMOUS