

**San Diego Mesa College**

**Academic Affairs Committee**

**April 18, 2022**: **Via Zoom (4:15PM-5:00PM)**

Link (<https://cccconfer.zoom.us/j/99492068635>)

**Minutes**

**Present**: Oscar V. Torres, Mary Gwin, Amanda Johnston, Bryan Malinis, Das Nugent-Odasso, Miriam Pacheco, Sean Ricketts,

Leslie Seiger and Jennifer Sime

**Absent**: Dean Linda Hensley (Excused)

1. **CALL TO ORDER at** 4:21PM.
2. **Roll of attendance**:
3. **REVIEW AND APPROVAL OF DRAFT AGENDA**:
4. **Additions to Agenda and Member Suggestions Welcomed**: There were no edits/changes by committee members present.
5. **SPECIAL GUEST**:
6. **Mesa Pathways Updates**:

Marisa Alioto submitted the following report via email:

“Academic and Career Pathways (ACP) Descriptions:

The brief descriptions of our Academic and Career Pathways (ACPs) that were created by our Communications Office and edited by Mesa Pathways Committee members have been updated by the Communications Office. These brief descriptions will now be shared at Dean's Council and Committee of Chairs, as well as with students. We plan to have final versions of these ACPs published by the end of the semester.

CCC Apply Majors and ACPs:

Susan Topham and Victor Devore visited the Mesa Pathways Committee (MPC) on April 13th to demo drop-down options that enable students to select their major via our Academic and Career Pathways (ACPs) when students apply to Mesa online through CCC Apply. Instead of selecting a major from a long, alphabetical list, students would instead be able to select an Academic and Career Pathway (ACP) from a dropdown menu, and from there, select a major that falls under the selected ACP. MPC endorsed moving forward with this update in CCC Apply and it is anticipated that these updates will go live in Fall 2022.

Student Success Teams Project Team (SST):

The SST project team reported that they will focus on a subset of students in one ACP for the pilot taking place during the 2022-2023 academic year. The SST project team has defined the composition of the team and the duties, responsibilities, and time commitment of each member. The project team, in consultation with the Data Coaching project team, has identified six key data points correlated with student success to organize the efforts of the Team and establish a timeline for Team intervention. These data points will also allow the project team to assess the impact of the SST on students via a cohort analysis of the students with a SST compared to those without a SST.

Additionally, the SST project team has sent out a Student Success Teams Interest Survey to the campus community to identify interested participants for the pilot SST: <https://forms.office.com/r/QrfQnGEyMZ>

We urge all campus community members to complete the survey by Friday, April 29, 2022.

Pathways Fellows:

The Pathways Fellows has created a retrospective video that will showcase the past five years of Pathways work, including the evolution of Pathways at Mesa, highlight projects and accomplishments, and promote the future of Pathways at Mesa College. This video will premiere at tomorrow’s April 19th PCAB meeting. A link will be shared after the premiere.

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, April 27th from 12:45 - 2:15 pm.

*To learn more about Mesa Pathways:* [*https://www.sdmesa.edu/mesa-pathways/*](https://www.sdmesa.edu/mesa-pathways/)*”*

1. **REVIEW OF DRAFT MINUTES:** April 4, 2022
2. **Please review and send your changes.**

**V. REPORTS FROM:**

**A**. **Academic Senate**: Monday (April 11, 2022)

1. The Library Advisory Committee Formation Resolution that was developed by the Academic Affairs Committee was approved by the Academic Senate on April 11th.

a. Committee formation will begin.

1. **Committee of Chairs**: Wednesday (April 13, 2022)
2. Dean Bridget Herrin’s Data on Second 8 Week Class Enrolment:
3. Second 8 Week class enrollment accounts for 15% of enrollment each semester.
4. 55% of Students are enrolling in a second 8 week class.

* Students may be enrolling in a second 8 week class because they will not be able to pass the 16 week class.

1. Just over 20% of Students who enroll in a second 8 week class also enrolled in a first 8 week class.
2. Just under 15% of Students who enroll in a second 8 week class also enroll in a first 8 week class and a 16 week class.
3. 78% of Students are adding the second 8 week class on the day enrollment for the second 8 week class opens.

* Miriam Pacheco reported Students are adding a second 8 week class to earn the units they need to transfer.

1. Bryan Malinis said we are not being given enough time for Students to enroll in 16 classes to keep them on the schedule at the beginning of the semester and Students may need to enroll in a second 8 week class.
2. Miriam Pacheco reported the San Diego Promise Students are required to be enrolled in 12 units and may enroll in a second 8 week class in order to meet the 12 unit requirement.
3. Oscar V. Torres reported more Students from underrepresented groups are enrolling in second 8 week classes, but their success rate is a little bit lower.
4. Bryan Malinis sees an administrative suggest to schedule second 8 week classes that is exacerbated by the need to make sure full-time Faculty reach 1.00 FTEF.
5. Amanda Johnston reported she had to move classes to 8 week classes.

* This has negatively impacted Students who receive financial aid and our Veteran Students.

1. Jennifer Sime said the conclusion seems to be that we should look at the equity gap by scheduling second 8 week classes in a way that helps close the equity gap by serving our Students better.
2. Amanda Johnston said the data is not only looking a pedagogy, but also making sure Students receive all the services available to them on campus to help them succeed.
3. **Senate Executive Committee**: Monday (April 18, 2022)
4. At Senate Executive, Dina Miyoshi reported the last agenda item during the last Program Review Committee meeting was combining the responsibilities of the Faculty Co-Chair of the Program Review Committee and the Outcomes & Assessment Coordinator into one position.
5. The Faculty Members on Program Review did not have enough time to respond to the suggestion during the meeting.
6. The Academic Senate Exec Committee members unanimously opposed combining the two positions on April 18th.
7. **Upcoming meetings from campus and SDCCD**:
8. Academic Senate: April 25 , 2022 (2:30 PM)
9. President Luster will be the guest.
10. Committee of Chairs: April 27, 22 (2:30 PM)
11. President’s Cabinet Retreat: April 26, 2022
12. Senate Officers with President Luster and the Vice Presidents: April 18, 2022 (5:15PM)
13. Please let Oscar know if you have questions you would like him to pose during the meeting.

* Can we continue to offer courses in the emergency distance education (DE) modality in fall 2022?

1. Senate Executive Committee: May 2, 2022 (2:30 PM)

**VII. OLD BUSINESS**:

1. **Nominations and Candidacy for Faculty Chair of the Academic Affairs Committee**:
   1. Mary Gwin has graciously stepped forward to nominate herself.
      * + 1. The Academic Affairs Committee unanimously voted for Mary Gwin to be the new Chair of the Academic Affair Committee Chair starting in fall 2022.
2. **Mesa College Library Advisory Committee Formation**:
   1. The Academic Senate approved the resolution that was developed by the Academic Affairs Committee on April 11th.

1. **Academic Senate Exec Officers Spring 2022 Elections Across the DL**:
   1. Oscar V. Torres will work with the district to send out the ballots to Mesa College Faculty this week.
      * + 1. Positions: President Elect, Senator at Large, Treasurer
2. **Minutes for Academic Affairs 2022**: April 4, 2022
   1. Please review the draft minutes and send your changes.
3. **New Business**:
4. **Questions for Mesa College Vice Presidents (VPs)**:
   * + 1. Please give your questions to Oscar V. Torres for the next Senate Exec Officers meeting with the VPs.
5. **8 Week Courses**:
6. The Committee of Chairs received a presentation on the Data for Second 8 Week Course Enrollment from Dean Bridget Herrin on April 13th.
   * + - 1. It is important to further assess and review data that shows an Equity Gap.
7. **Recommended “Class Visit” Process for Online Classes**:
8. Oscar V. Torres reported that Dina Miyoshi has been working with the Committee of Chairs and the Distance Education Committee to update the Evaluation documents.
9. Oscar V. Torres will send the draft updates to the Academic Affairs Committee for review and feedback.

**IX. Round Table Discussion/Announcements by Membership**:

1. **Action Items Moving Forward as recommended by out-going chair Oscar V. Torres**:
2. Review of Mesa College’s Shared Governance Structure created by Planning & Institutional Effectiveness for President’s Cabinet.
3. “HyFlex” Classes:
   1. HyFlex is an ongoing topic of discussion, and the Senate at Miramar has had presentations regarding suggestions to be sent forward to District.
4. A Web Request Portal was created during the pandemic to request resources.

a. Administrators can request resources on behalf of departments online.

* Funding requests are not going through the official established channels/process due to the availability of the web portal.

1. Academic Affairs Subcommittees:

a. The Academic Affairs Committee should create subcommittees to support our work.

* Academic Affairs Subcommittee on Governance Reporting
* Academic Affairs Subcommittee on Academic Senate Constitutional Review

1. **Faculty Co-Chair of the Career Technical Education (CTE) Committee and Faculty Co-Chair of the Program Review Committee Positions**:
2. Faculty Co-Chair of the Career Technical Education (CTE) Committee:
   1. Oscar V. Torre reported that President Luster asked Academic Senate President John Crocitti to develop a job description for the Faculty Co-Chair of the Career Technical Education (CTE) Committee position along with his request for reassigned time for the position.
3. Faculty Co-Chair of the Program Review Committee Position:
4. The final agenda item for the last Program Review Committee meeting was a recommendation to combine the Faculty Co-Chair of the Program Review Committee position with the Outcomes & Assessment Coordinator position.

* Faculty Program Review Committee Members were not given sufficient time to digest the recommendation during the Program Review meeting.

**X. Next Meeting**: May 2, 2022

**XI. Adjournment** at 5:41PM: