SAN DIEGO MESA COLLEGE President's Cabinet

May 17, 2016 | 2:15 p.m. | A-104 Conference Room

	PRESENTER	PRESENTATION / HANDOUT	STRATEGIC DIRECTION
1) WELCOME / INTRODUCTIONS	P. Luster		
a) PRESIDENT'S REPORT a) Canyon Day Acknowledgements: President Pam Luster congratulated the coordinators and participants for this year's Canyon Day and Canyon Classroom events. Lina Heil was acknowledged for her Canyon Day leadership since the event's inception in 2008, Don Barrie for his work as co-chair since 2009, Laurie Lorence for the creation and co-chairing of Canyon Classroom since 2009, and, it was noted Pam Luster has supported and participated each year in this event. The new Canyon Day co-chairs were introduced: Jennifer Carmichael joins Lina to co-chair all Canyon Day activities, and Lorie Lorence is joined by Waverly Ray for Canyon Classroom.	P. Luster		
b) Innovation of the Year Award: Pam Luster shared that the San Diego Mesa College's "New Faculty Institute" won the "Innovation of the Year" award at the recent League for Innovation conference held in March 2016.			
c) President's Cabinet Retreat Minutes – First Reading: President Luster stated that the draft of the President Cabinet Retreat Minutes are now posted on the president's webpage on the SD Mesa College website. A second reading of these minutes will be held at the special President's Cabinet meeting on Tuesday, August 30, 2016.		Draft: Pres. Cabinet Retreat Minutes 4-29-16 http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml	
3) INSTITUTIONAL COMMITTEE REPORT* a) Program Review Annual Report: Director of Institutional Effectiveness, Madeleine Hinkes, presented the Annual Report, prepared by the Office of Institutional Effectiveness and submitted by the Program Review Steering Committee. Each program or service area is arranged according to school or division and includes the name of the lead writer(s), assigned liaison, a summary of the program review areas complete by the lead writer(s) and a summary of the goals, objectives and resource requests. Madeleine stated that the PIE committee has reviewed this document. President Luster asked for a motion for the document to be accepted by President's Cabinet.	M. Hinkes	Program Review Annual Report http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml	
Action Item: A motion was made to accept the Program Review Annual Report by Rob Fremland, Second: Kim Perigo. After discussion, the motion was approved unanimously.			

b) CED - Campus Employee Development Committee: The CED Committee have developed a website that Monica Romero, Leticia Lopez and Andy MacNeill shared via an on-screen presentation. The site includes information on training events, resources, requests, a list of the standing CED Committee members and FAQs. c) Technology Strategic Plan – (2 nd Reading / Recommendation):	M. Romero L. Lopez A. MacNeill R. Agatha	Professional Development website: www.sdmesa.edu/LOFT Technology Strategic Plan
Vice President of Administrative Services, Rachelle Agatha, brought forward for a second reading the Technology Strategic Plan. This document was accepted as a draft to allow time for Academic Senate and other governance groups to review. A final reading and request for approval will be held at President's Cabinet on September 20, 2016.		http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml
d) Faculty Hiring Priority (FHP) List: Academic Senate Rob Fremland and Dean of Humanities, Andy MacNeill, shared the 2016 Prioritization List. This list is created from Program Review when departments request faculty. These requests are then sent forward to the Faculty Hiring Priority Committee which holds a scoring session to rank the positions. It was stated that a rubric of the scoring process will be available in Fall 2016.	R. Fremland A. MacNeill	Proposed Prioritization List - FHP Comm. http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml
e) HSI Stem Grant: Monica Romero and Jennifer Carmichael presented the Stem Grant proposal with an award of 3.5 – 6 million over 5 years. The objective of the grant is to increase the percentage of full-time, Hispanic and low-income students that seek a STEM degree, complete a STEM degree and transfer in a STEM major. The application is due May 31, 2016; the grant will be reviewed with President Pam Luster and the Executive Staff on May 23.	M. Romero J. Carmichael	HSI Stem Grant Diagram http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml
f) Committee for Diversity, Action, Inclusions & Equity (CDAIE): Co-Chair for CDAIE, Judy Sundayo, gave an update on the committee's work this academic year. The presentation included the values/vision/mission and services/goals/events as well as future diversity additions proposed for the next academic year including two recognitions they will give: "Seal of Recognition"	J. Sundayo	PPT: CDAIE http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml

and "Diversity" award.			
4) STANDING ITEM a) Accreditation Update: Dean of Business and Technology and Accreditation Liaison Officer, Danene Brown, stated the Tri-Chairs met yesterday to review the District Office responses to standards. The Thursday writings will continue with next Thursday (May 26) to focus on Standard IIb and IIc. At the end of the month they will meet with the Vice-Chancellors.	D. Brown		
 b) Academic Senate: Academic Senate President, Rob Fremland, reported the following: The new Chair of Chairs is Manuel Velez. The last senate exec. meeting was held in the LOFT. The follow-up retreat will be held to include planning for a committee "Rush" for faculty. 	R. Fremland		
 c) Classified Senate: Classified Senate President, Trina Larson, reported the following: The Senate thanked everyone for last week's recognition of classified staff who felt very appreciated. The CS is working with the Classified Development Committee for their conference May 25-27 which will include a workshop on "strengths development" for classified staff. The CS will have a monthly informational article which will begin this summer. 	T. Larson	Classified Senate Webpage: http://www.sdmesa.edu/about- mesa/qovernance/classified- senate/index.shtml	
 d) Associated Student Governance: ASG President, Igor Burgos Maron, reported the following: The results from ASG elections: President: Ava Fakhrabadi, Vice President: Johanna Eriksson, Treasurer: Tad Tobar. The Olympics and Stress Puppies events were very successful. ASG held their last meeting and all are busy with finals this week. 	I.B. Maron		
5) OPERATIONS a) Faculty Position Announcements: President Pam Luster, following the presentation of the FHP Committee's prioritization list, presented the final list for the hiring of faculty positions for Fall 2017. Listings in green are approved for hire, listings in yellow will be unfunded and listings in pink are not recommended at this time. The College Health Nurse / Nurse Practitioner position is funded through another source.	P. Luster	Final FHP List for Fall 2017 http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml	
Action Item: A motion was made to approve the final FHP list by Madeleine Hinkes; Second: Larry Maxey. The motion was approved unanimously.			
6) SPECIAL REPORTS (Review/Approval) a) Campus-based Research Update: Campus-based researcher, Bri Hays, presented the Core Key Performance Indicators – proposed standards/goals for 2016/17. An additional indicator was added to the document, "Skills builder wage increase," as another way to document success. Each indicator's proposed	B. Hays	Core Key Performance Indicators http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml	

short/long term goals were adjusted, with some being designated with a "TBD" after additional data is obtained and analyzed. It was noted that feedback from the discussions held at the President's Cabinet retreat in April 2016 are reflected in this document. Action Item: A motion was made to accept the Core Key Performance Indicators document by Tim McGrath; Second: Tina Recalde. The motion was			
approved unanimously.			
The Integrated Planning Process Evaluation Report was presented with recommendations based on feedback from a survey of writers, liaisons and the Resource Allocation Committee. Some of the goals were revised: 1) expand training for Liaisons, 2) streamline the information required in the PR module, 3) bring training to lead writers via expanded outreach efforts, 4) revised BARC requests form to improve usability and accessibility for information, 5) pilot standard data sets for student services areas, and, 6) institute a soft deadline for Lead Writers to submit their PRs to their Deans/Mgrs. for review and feedback.		IPPE Report http://www.sdmesa.edu/about-mesa/office-of-the-president/cabinet-documents.shtml	
Action Item: A motion was made to accept the IP Process Evaluation Report for 2015-16 by Tim McGrath; Second: Kim Perigo. The motion was approved unanimously.			
Bri also presented the Campus Research Updates which identified the projects worked on since mid-March, ongoing and completed projects, workshops and presentations, and recent District reports. The Campus Research department welcomed its newest member, Leah Ciaschi, Research Associate.		Campus Research Updates PPT http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml	
7) EVENTS a) May Events Calendar	R. Agatha	May Calendar http://www.sdmesa.edu/a bout-mesa/office-of-the- president/cabinet- documents.shtml	
		Event Website: http://www.sdmesa.edu/college- services/administrative- services/event-planning/	
8) ANNOUNCEMENTS: Mark Manasse: An award letter was received for a Basic Skills grant to San Diego Mesa College for 1.5 million over a three-year period.			
Pam Luster: Dean Margie Fritch will be leaving for a position at Palomar College. Tina Recalde has been named Acting Dean of Allied Health.			

Pam Luster: Dean Dave Evans is retiring; Kevin Hazlett has been named Acting Dean of Exercise Science, Health Education, Dance and Athletics. Dave Evans: A statewide championship track meet with be held this Friday and Saturday at Mesa College. Genevieve Esguerra: This year's Commencement was very		
memorable; participating were 575 students, 117 faculty and over 4,000 guests. In addition, the Pride Parade is scheduled for July 16; an informational email will be sent soon on event details.		
9) ROUNDTABLE		

*INSTITUTIONAL COMMITTEE REPORTS Spring 2016:

PIEC: Feb 16, Mar 15, Apr 19, May 17 BARC: April 5 Facilities/Safety: April 19

Technology: May 3
Student Success and Equity: April 5
CED: May 3

Program Review: May 17

Bri Hays (Campus-based Researcher): Feb 16, Mar 15, Apr 19, May 17