

SAN DIEGO MESA COLLEGE
PRESIDENT'S CABINET
Agenda with Meeting Notes
February 18, 2014, 2 p.m., A104

1) PRESIDENT'S UPDATE:

- a) Welcome
- b) Consent Agenda Approval: Sent via email for review:
 - ASG – State of the Students Address, Feb. 21, 1-3 p.m., G-101
 - Fashion Week, March 3-5, 8:30a – 2:30p, Café/Bookstore area
 - Architecture/Enviro Design Presentation, Mar. 14, 1:30-5p, Z-100
 - Honoring Academic Legacies of Diversity, Mar. 14, 9a – 2p, H 117-118
 - Canyon Cleanup/Classroom, Apr. 12 and 18, Telecote Canyon / P100-200
 - Animal Health Tech Program, May 4, 9a – 1p, P-300
 - Student Athlete Recognition Awards (STAR), May 6, 12:45-2p, Mesa Gym

Motion: Angela Liewen; Second: Andy MacNeill, after discussion, the motion was approved unanimously.

- d) District Updates: President Luster reported that all Accreditation Mid-term Reports from the colleges in our district were accepted.

2) COLLEGE-WIDE PLANNING

- a) Staff and Professional Development Task Force Information (MacNeill): Dean MacNeill stated a proposal is being submitted requesting that a Staff and Professional Development Task Force be created. Each of the constituent leaders was asked to take this to their senates for review. The draft of the proposal can be found at:

<http://www.sdmesa.edu/about-mesa/presidents-page/documents/staff-and-professional-development-task-force-proposal/>

- b) 2013-2014 Program Review Annual Report (Baker): Dean Baker reported that 76 out of 77 program reviews were completed. The report can be found on the San Diego Mesa College Program Review webpage located at: <http://www.sdmesa.edu/01/assets/File/program-review/2013-2014%20Program%20Review%20Annual%20Report.pdf>

- c) 2013-2014 Program Review Summaries Report (Baker): Dean Baker state that a summaries report is also available and the process should be done by the of the spring 2014 semester. This report can be found at: <http://www.sdmesa.edu/01/assets/File/program-review/2013-2014%20Program%20Review%20Annual%20Summaries%20Report.pdf>

A motion to approve the Annual and Summary Reports was made by Tim McGrath; Second: Andy MacNeill, the motion was approved unanimously.

3) INSTRUCTION (Tim McGrath, VPI)

- a) Enrollment Update
Mesa is offering 1 less section this year compared to spring 2013. (86 more Census classes)
Mesa is down 229 FTES from last year. (165 FTES in census classes)
Spring 2013 = 7,155
Spring 2014 = 6,926

Headcount is down 111 students from last year which is statistically flat from last year.

24,766 = spring 2012
24,166 = spring 2013

24,055 = spring 2014

Note: City headcount = up 142 = 1% increase
Miramar headcount = down 231 = 2% drop

Fill Rates (Both on-campus and online) are a combined 87% which is 4% lower than last year's rate of 91% at this time and 6% drop from 93% two years ago.

Enrollment Capacity (total seats – on campus and online)

63,434/69,338 = spring 2011 = 91%
62,070/66,213 = spring 2012 = 93.7%
61,658/66,780 = spring 2013 = 92.3%
59,562/67,710 = spring 2014 = 87% (equates to a drop of -1,700)

Load Factor

546 = spring 2011
566 = spring 2012
568 = spring 2013
530 = spring 2014

*Based on 557 load factor for 16.5 semester
525 = 17.5 semester

The group had a short discussion related to why we are a slight bit under our last spring enrollment. There are several factors that are attributed, including the razing of part of H-wing this semester, and the need to limit new sections. We are right on target to meet our annual FTES goal. Additionally, the college is gearing up with the rest of the district to offer a robust summer school.

4) STUDENT SERVICES (Julianna Barnes, VPSS)

a) Accreditation: Vice President Barnes shared on-screen the Mesa College draft document of the self-evaluation timeline for 2013-2016. The self-evaluation process will begin this spring as the accreditation committee reviews the operational structure. The first draft Julie presented today will be presented to the Accreditation subcommittee this week and then out for distribution to the college. The draft self-evaluation timeline document can be found at: <http://www.sdmesa.edu/about-mesa/presidents-page/documents/draft-accreditation-2016-self-evaluation-timeline/>

5) ADMINISTRATIVE SERVICES (Rachelle Agatha, VPA)

a) BARC Update: Vice President Agatha stated that the BARC committee has received the Program Review data and is in the process of rating each request using the approved Rubric. The Dean's have all reviewed their areas and ranked their requests which has also been provided to the BARC committee. BARC will meet on Feb. 25 to review the summaries and will report back to President's Cabinet following that meeting.

6) PARTICIPATORY GOVERNANCE REPORTS

a) Academic Senate (Terry Kohlenberg): AS President Terry Kohlenberg shared that they continue to work at assigning courses to disciplines and also expanding the New Faculty Hiring Committee to include more faculty and Deans. He also stated that he would like to recognize Jennifer Cost and Donna Duchow for their service to the Chairs and finding faculty representation for service on committees, respectively.

b) Classified Senate (Angela Liewen): CS President Angela Liewen recognized Monica Romero for her service in finding classified staff to serve on committees. The Classified Senate will have two scholarships this year and Angela is working with Kathy Wells on the

Classified Awards event and will be the Mesa coordinator next year when Kathy retires this summer. Classified Senate will meet this Friday.

c) Associated Students Governance (Jay Walker): ASG President Jay Walker introduced Elisabeth Magdaleno who will serving as the ASG representative to President's Cabinet. Elisabeth shared that they are holding elections for Treasurer tomorrow. Sarah Farmer was also in attendance and President Luster recognized her for being selected to the All California Academic Team.

7) FUTURE PRESIDENT'S CABINET TOPICS

8) OTHER

a) Calendar:

Education Master Plan Community Forum, Feb. 26, 2014, 5:30, CE/Mesa, #118-120

Education Master Plan – Career Tech Community Forum (Webinar), March 6, 2014, 12 p.m.

President's Cabinet Retreat, March 14, 2014, 9a – 4p, Mission Trails Regional Park

Math+Science Grand Opening, March 19, 2014, 10 a.m.

9) ANNOUNCEMENTS

Canyon Day is – April 12. 2014

10) ROUNDTABLE