

**SAN DIEGO MESA COLLEGE
PRESIDENT'S CABINET
Agenda with Meeting Notes
February 4, 2014, 2 p.m., A104**

1) PRESIDENT'S UPDATE

a) **Welcome**

b) **Consent Agenda Approval: Sent via email for review:**

- **Club Rush, Feb. 11-13, 2014, 11a – 1p, Promenade**
- **Fin. Aid Student Fair, Feb. 20, 2014, 10:30a-1:30p, SS Quad**
- **Career Opp. Expo, April 21-24, 2014, Varied times, Quad/Promenade**
- **Architecture and Environmental Exhibition, May 23, 2014, 5-8p, Z Bldg.**
- **Classified Development Conference, May 28-29, 2014, 7:30a-4p**

Motion: Andy MacNeill, after discussion, the motion was approved unanimously.

President Pamela Luster shared with the cabinet members as well as the managers/supervisors in attendance that no "blanket" major event forms should be submitted – all events must be on separate forms so that they can be calendared with the departments (facilities, audio visual, etc.) that require their assistance.

c) Update: Baccalaureate Degree Proposal: President Luster distributed a printed copy of the report issued by the California Community Colleges Baccalaureate Degree Study Group. It will now be vetted through the statewide constituent groups before finally going to the Consultation Council. Additionally, San Diego Senator Marty Block has released SB 850 which is a bill that creates a permissive approach to colleges creating Bachelor's degrees as they deem appropriate for their colleges. This, as with all curriculum and degree programs, would be proposed through faculty in disciplines wishing to create new degrees. Twenty-one other states currently offer Baccalaureate degrees at the Community College level. The handout, "Report from the California Community Colleges on Baccalaureate Degree Study Group" can be found at: http://californiacommunitycolleges.cccco.edu/portals/0/reportsTB/2014_01_BacDegree_StudyGroup_WEB.pdf

d) District Updates: President Luster shared that a new Vice Chancellor of Facilities Management will begin this month, Christopher Manis, as well as a new police chief, Ray Aguirre. In addition, Pam shared that an (ERP) Enterprise Resource Planning system has been chosen – PeopleSoft. After final conversion to this system, human resource, finance, etc. will all be available through one system.

2) COLLEGE-WIDE PLANNING

a) Education Master Plan Update (Luster): President Luster shared that SD Mesa College is in the process of completing the Education Master Plan. Dean Jill Baker is leading the effort and will be putting out a call to create a steering committee to review the data and to develop the final document. Included in this process will be Forums and webinars designed to gather input from external constituent groups – one for the Community at large, to be held on February 26, 2014, 5:30 p.m. in the CE at Mesa Campus room 118-120. The remaining two forums will be webinars: one for our career tech advisory members to be held on March 6, at Noon, and one for our Education partners (no date set.) An Education Master Plan information sheet is available at the President's webpage located at: <http://www.sdmesa.edu/about-mesa/presidents-page/documents/san-diego-mesa-college-educational-master-plan-update-spring-2014/>

b) Integrated Planning Calendar for 2014 (Baker): Dean Jill Baker presented the Integrated Planning Calendar for 2013-14. This document is available at the President's webpage located at: <http://www.sdmesa.edu/about-mesa/presidents-page/documents/integrated-planning-calendar-2013-2014/>

c) Accreditation Update (Barnes): Vice President Barnes shared that as the new Accreditation Liaison Officer, she will be working very closely with Vice President McGrath for the next semester to transition the leadership for our accreditation. The timelines and infrastructure are in place and a self-evaluation will begin in fall 2014 as the next step to prepare for our accreditation visit.

d) Learning Assessment Task Force (Barnes): Vice President Barnes stated that Mesa College is moving from proficiency to focusing on learning outcomes and assessment. We are updating our institutional learning outcomes which are currently about ten years old and has outdated technology and there is now new language in the ACCJC standards that need to be updated and included in our outcomes. The task force will continue to provide updates to President's Cabinet.

3) INSTRUCTION (Tim McGrath, VPI)

a) Spring / Summer Enrollment: Vice President McGrath shared the following enrollment information:

Mesa is offering 3 less sections this year compared to spring 2013. (94 more Census classes)

Mesa is down 221 FTES from last year. (137 FTES in census classes)

Spring 2013 = 7,173

Spring 2014 = 6,952

Headcount is down 1,280 students from last year which is a 5% drop.

24,766 = spring 2012

24,292 = spring 2013

23,012 = spring 2014

Note: City headcount = 507 = 3% increase

Miramar headcount = -242/2% 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%

58,567/67,024 = spring 2014 = 87% (equates to a drop of -2,748)

Load Factor

546 = spring 2011

566 = spring 2012

569 = spring 2013

543 = spring 2014

*Based on 557 load factor for 16.5 semester

525 = 17.5 semester

b) Enrollment Management Team: Jennifer Cost and Vice President Tim McGrath have been working together to develop a series of six workshops led by Pam Deegan at which the Deans and Chairs will attend.

4) STUDENT SERVICES (Julianna Barnes, VPSS)

a) Student Success and Equity Updates: Vice President Barnes shared that the SB 1456 Student Success Act is in full implementation. She noted that students must be fully matriculated by fall 2014 or will not have enrolment priority. Re: the SB 1440, known as the ADT or Associate Degree for Transfers, Mesa College has 443 “ADTs” identified on the CSU listing. Monica shared that 197 of those on the list have already graduated or have petitioned to graduate. VP Barnes stated our last Equity plan was dated 2004-05 and the State is releasing a new equity plan template which will be due fall 2014. Included the Mesa College equity update will be the re-designation of our college as a H.S.I. (Hispanic-Serving Institution), a Title V grant, and the update to our technology including the website and a mobile application to better serve our students.

5) ADMINISTRATIVE SERVICES (Rachelle Agatha, VPA)

a) BARC Timeline: Vice President Agatha stated the timeline is currently being review by the Deans – BARC will meet again on February 11 and on February 25 the ratings will be completed and brought to following President’s Cabinet.

6) PARTICIPATORY GOVERNANCE REPORTS

a) Academic Senate (Terry Kohlenberg): Academic Senate President Terry Kohlenberg stated he will be attending the accreditation workshop this weekend and the academic academy the weekend of February 21. The Academic Senate continues to work on assigning course disciplines.

b) Classified Senate (Angela Liewen): Classified Senate President Angela Liewen stated the January meeting of the Classified Senate was cancelled; their next meeting is February 21, 2014.

c) Associated Students Governance (Jay Walker): Associated Student Government President Jay Walker stated the first ASG meeting is tomorrow, February 5 – under discussion is their participation in future events.

7) FUTURE PRESIDENT’S CABINET TOPICS

8) OTHER

a) Calendar:

Founder’s Day, Feb. 5, 2014, 12-1 p.m., Promenade

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

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

President’s Cabinet Retreat, March 14, 2014, 9a – 4p, Location TBD

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

9) ANNOUNCEMENTS

10) ROUNDTABLE