

March 15, 2011

SAN DIEGO MESA COLLEGE

PRESIDENT'S CABINET

Draft Agenda

March 15, 2011, 2 – 3:30, LRC 435

1) GENERAL ITEMS (Liz Armstrong, Interim President)

a) Welcome and Introductions: Liz Armstrong recognized Charlotta Robertson as the newly selected Interim Dean, Social Behavioral Sciences and Multicultural Studies. This interim position is expected to remain through July 1st. Liz also recognized the student assistance that Brian Stockert, Ashanti Hands, Joi Blake and Suzanne Khambata have provided for those affected by the Japan tragedy. Resources have been available through a DL flier and the student health services website. Currently 15 International students from Japan are enrolled at Mesa College.

b) Chancellor's Cabinet Update: Liz shared the following updates 1) the Transfer Center Director position vacated by Naomi Grisham has been approved for an internal hire, 2) work done by the Task Force on Student Success in Sacramento was shared by the Chancellor including discussions on basic skills and the number of collegiate “levels” should be offered, 3) Charles Rogers (District Controller) shared that many travel requests are late (some only 1-2 days before the travel date.) His office is having a difficult time processing these TRs quickly. Liz stated that managers/deans need to inform those in their area that the timeline is ten working days to process a TR and that not late travel requests will be approved, 4) Budget – only general discussions are being held since there is no state budget. No tax extension on the June ballot is likely which would result in a \$17 Million cut. Chancellor Carroll will hold a Chancellor's Forum on budget on March 31, 3-4 p.m., G101, 5) the scheduled March 29th posting of the summer schedule is now delayed to April 15th (printed schedule delayed to April 25.) This is to allow time to make adjustments to summer courses before they are posted for student enrollment. Priority registration date remains on May 2.

2) MAJOR EVENT APPROVAL

a) Athletic Awareness Day, March 30, 2011, 10:30 a.m. – 12:30 p.m., Mesa Quad (Ashanti Hands, Edward Higuera) Motion: Cynthia Rico-Bravo; Second: Robin Watkins. Vote was unanimous.

b) 8th Annual Languages Conference, April 8, 2011, 8:30 a.m. – 2 p.m., H 117-118 (Jonathan Fohrmann, Hannah Padilla Barajas) Motion: Cynthia Rico-Bravo; Second: Peter Jacoby. Vote was unanimous.

c) Acceleration in Context Conference, April 8, 2011, 9 a.m. – 4 p.m., G 101, 104, 105, 106 (Chris Sullivan, Jennifer Cost) Motion: Rob Fremland; Second: Shahzeb Naqi. Vote was unanimous.

3) ACCREDITATION

a) Follow-Up Report Distribution (Tim McGrath) Report was distributed to voting members of the President's Cabinet as well as members of the accreditation team Jill Baker, Yvonne Bergland, and Susan Mun. The report will be available online.

4) INSTRUCTION (Tim McGrath, VPI)

a) No report.

5) STUDENT SERVICES (Brian Stockert, Acting VPSS)

a) Commencement Update (Ashanti Hands) Ashanti shared the Commencement video. There is a link for Commencement information and deadlines on the Mesa website. Applications are now being accepted for the Commencement student speaker; deadline is April 8. This year, a Distinguished Alumni will also speak, Raul Celaya was selected. A reminder that March 18th is the deadline for faculty to order regalia to participate in this year's Commencement.

b) Scholarship Gala Update (Ashanti Hands) – Invitations will be distributed the first week in April. Gift baskets are being donated from departments this year; they are due by April 15. For those reviewing scholarship applications, deadline is March 24.

6) ADMINISTRATIVE SERVICES (Ron Perez, VPA)

a) Power Outage this Friday – March 18, 10 p.m. Dean Craft will be on call and has some IT available if there are problems. The website is expected to be back up by 10 a.m. Saturday morning.

b) Photovoltaic project is ahead of schedule – deadline for completion of project is Spring Break (which ends Friday, April 22.)

c) Dates for Facilities Master Plan Forums:

*April 6, 2-3:30 p.m., G101

*April 7, 9-10:30 a.m., H 117-118

There is also a campus facility meeting this Friday.

d) Program Verification – Diane Malone will be setting appointments with representatives from each program.

e) Social Behavioral Sciences Building: 15 companies sent proposals – Sundt Architect was selected. Faculty, staff and administrators will soon begin to meet to discuss issues on facility and design for this building.

7) PARTICIPATORY GOVERNANCE REPORTS

a) Academic Senate (Cynthia Rico-Bravo) Cynthia shared the website for the “Task Force on Student Success” website – cccco.edu/studentsuccess. The public is invited to view the website for the work that this task force is doing as well as provide input. The website also has a section on reports and resources. Cynthia will provide handouts next week – she stated that recent discussions have centered around how to collapse what we offer at community colleges and what levels to offer. She shared that assessment needed to be improved and have a diagnostic component added to look at curriculum and basic skills and gaps in the system.

b) Classified Senate (Robin Watkins) Robin shared that Classified Senate will meet on Friday. On the agenda is fundraising for the tragedy in Japan.

c) Associated Students Governance (Shahzeb Naqi) 1) Student representatives from SDCCD joined with approximately 9,000 participants for the “March in March” Advocacy Day in Sacramento on March 14, 2) Shahzeb gave a presentation on the “Hands Across California” event which will be held on April 17, 2011. This is the 25th anniversary of “Hands Across America” and nearly all of the 112 community colleges are expected to participate.

8) OTHER

9) ANNOUNCEMENTS

- a) Spring Open Office Hour with the Chancellor, March 17, 2011, 2-3 p.m., A104a.
- b) Board of Trustees Miramar College Campus Meeting, March 24, 2011, 4 p.m.
- c) Chancellor's Forum, March 31, 2011, 3 – 4 p.m., G101 (also presenting: Controller Charles Rogers.)
- d) Facilities Master Plan Forums: April 6, 2-3:30 p.m., G101; April 7, 9-10:30 a.m., H 117-118
- e) Spring Break, April 18-22, 2011.
- f) Scholarship Gala, April 29, 2011, Doubletree Hotel.
- g) SD Mesa College Commencement, May 14, 2011, 4 p.m., USD Jenny Craig Pavilion.

10) ROUNDTABLE

- a) Suzanne Khambata shared that from 11:30 a.m. – 12:30 p.m. tomorrow fliers will be handed out providing information on resources available to students related to the Japan tragedy. A Healing ceremony will be held on Thursday. Suzanne distributed two informational memos on managing stress and the use of potassium iodide.
- b) Madeleine Hinkes shared that the staff working on developing a Public Art Committee will bring back new information to President's Cabinets in a couple of weeks.

The next President's Cabinet will be held on Tuesday, March 22, 2 – 3:30 p.m. in LRC 435.