

SAN DIEGO MESA COLLEGE PRESIDENT'S CABINET

Agenda

March 19, 2013, 2 – 3:30, A104

1) GENERAL ITEMS (Pamela Luster, President)

a) Welcome

b) Consent Agenda Approval: (Submitted for Review, March 14, 2013):

*Tents of Truth, April 2-3, 2013, 9a – 2p, Quad

*Languages Conference, April 12, 2013, 8:30a – 2p, G101

*Grass Roots Health Fair, May 1, 2013, 10a – 2p, LRC Quad

*SDEC Transfer Options, May 6, 2013, 10a – 1p, May 6, 2013

*STAR Awards, May 9, 2013, 12:45 – 2p, Mesa Gym

Events were described as yearly routine events, Motion to approve:
Motion: Andy MacNeill; Second: Laurie Mackenzie. During discussion, Andy MacNeill asked about the possibility of tents being purchased instead of all the rentals of tents that are listed on the above events. Pam shared that purchasing tents has been discussed and there are still the logistics of storage and facility setup issues to be resolved. The motion was approved unanimously.

c) District-Wide Updates: Pam shared that the FTES allocation numbers have not be set yet. She has asked Tim McGrath to create an allocation grid using three tiers of possible allocations to work from until a final number is known.

d) Classified Hiring Prioritization – Second Reading: *This topic was tabled until the April 2, 2013 President's Cabinet Meeting.*

e) Participatory Governance Task Force – Next Steps: Susan Topham stated that a discussion on the Participatory Governance Reporting Relationships document was held at the President's Cabinet Retreat on Friday, March 15 and the task force was given a directive to create a definition for "participatory governance" and to develop a draft template form. The goal of this task force is to complete these items and bring back results to the May 7 PCab meeting.

f) PCab Retreat Re-Cap: Pam asked for those that attended the retreat to share their thoughts and to give any suggestions for future topics or changes to the meeting. Included in the comments were that the gathering of staff, faculty and students and the sharing of ideas was great, like the different modalities used to interact, and there was a good showing for participatory governance. Pam stated the minutes will be presented at a future PCab meeting and will be used to assess the retreat and to address the issue of did we meet our goals set for the retreat.

g) Diversity Committee Response to Culture Climate Survey (Handout): Charlotta Robertson provided information on the first reading of this document developed by the SD Mesa College Diversity Committee which was charged to submit a report to Shawn Larry. This document will be posted online for review at the following webpage location: <http://www.sdmesa.edu/president/documents.cfm>

The document was accepted by the voting members of the President's Cabinet by consent approval of the first reading.

2) COLLEGE-WIDE PLANNING

a) Annual Accreditation Report (Handout): Tim shared the Annual Accreditation Report and stated the deadline is March 31, 2013. Five year averages of goals were used to answer the questions – questions 30a, 30b, 35, and 36 still need to be confirmed. Dean Baker shared that she hopes to provide additional information before the form has to be sent. Some additional changes to the form were suggested to Bri Hays who will make the revisions. *Tim requested that the document be accepted as amended by the changes stated in the discussion – Motion: Andy MacNeill; Second: Laurie Mackenzie. The motion was approved unanimously.*

b) Accreditation Mid-Term Report Timeline (Handout): Tim shared the timeline for the Mid-Term report to be sent to WASC – deadline October 15, 2013. Key dates are: April 16 for the draft to be reviewed by PCab, and May 7 – to be returned to PCab with revisions. The report will be edited over the summer and then presented to the first PCab meeting in August 2013 for approval before it is sent for review by Chancellor's Cabinet. Tim stated that each participatory governance group should plan their meetings so that they include this report to be reviewed by their constituency groups. Laurie Mackenzie suggested holding two forums – one to include a late afternoon meeting for better faculty attendance (possibly following a Chairs meeting on a Wednesday when no DGC meeting will be held.)

3) INSTRUCTION (Tim McGrath, VPI)

a) Perkins 2013-2014 Tentative Allocation: A handout was distributed for review. *A motion was made to accept the recommendation of the Perkins Committee – Motion: Laurie Mackenzie; Second: Dan Gutowski. The motion was approved unanimously.*

b) Math+Science Update: A map was shown on screen by Tim depicting the changes expected to the campus by the construction crews beginning spring break. Tim stated that they had intended to fence off the grassy quad area in front of the Mesa Café but will request they wait until after the Tents of Tolerance event to be held in that area. Tim shared that he will send out maps that have the proposed dates of construction changes.

4) STUDENT SERVICES (Julianna Barnes, VPSS)

a) No report.

5) ADMINISTRATIVE SERVICES (Daniel Gutowski, Interim VPA)

a) ACCJC Annual Report (On screen): Dan Gutowski shared the fiscal portion of the Annual Report to ACCJC. The FTES listed at 24a was based on the budget model; the actual FTES will be changed – for these figures Dan stated he used the Fact Book and stressed the importance of all data using the same source for these reports. A motion was made to accept this report by consensus from the group – acceptance was unanimous.

b) Reallocation process-BARC Update: Dan shared the committee was reviewing allocation requests – this is time consuming since both manual and automotive data must be reviewed. On April 9, BARC will come forward with their recommendations.

6) PARTICIPATORY GOVERNANCE REPORTS

a) Academic Senate (Madeleine Hinkes): Madeleine stated that the Senate met yesterday and the Classified Hiring Priority document was presented. In

additional two resolutions were discussed, including one on the CID process (articulation) and the ADT process (Community College students being put in a lower tier for transfer). These resolutions will be presented at the Area D meeting next Friday. Madeleine also shared that online elections will be held for a VP, Secretary, and Senator-at-large for the Academic Senate.

b) Classified Senate (Angela Liewen): Angela shared that the Classified Senate will meet this Friday. Next week they are hosting a brown bag lunch safety forum. Also, two scholarship recipients have been selected and Classified Senate will be accepting nominations for their vacant positions until the end of April.

c) Associated Students Governance (Roberto Rosas): Ashanti shared that no student reps were in attendance for this meeting since they are attending an event in Washington D.C.

7) FUTURE PRESIDENT'S CABINET TOPICS

a) President's Cabinet Report Template: Pam stated that a form will be developed to be used as a template for submitting reports and documents to future President's Cabinet meetings.

8) OTHER

a) N/A

9) ANNOUNCEMENTS

a) Math+Science Tour, Friday, March 22, 2013: 2:30 Training in A-104, 3-4 p.m. All voting members of Pcab, Mesa managers, and Math/Sci faculty are invited to participate in this tour and must attend the training session.

10) ROUNDTABLE

The next meeting of the President's Cabinet will be held on Tuesday, April 2, 2013, 2 – 3:30 p.m. in A-104

Adjourned: 3:15 p.m.