

September 4, 2012

SAN DIEGO MESA COLLEGE

PRESIDENT'S CABINET

Agenda

September 4, 2012, 2 – 3:30, A104

1) GENERAL ITEMS (Pamela Luster, President)

a) Welcome

b) Consent Agenda Approval:

*Fall 2012 Student Services Fair, 9-18-12, 10:30a – 1:30p, Main Quad

Motion to approve the event listed in the above consent agenda: Motion: Angela Liewen; Second: Madeleine Hinkes. The motion was approved unanimously.

c) District-Wide Updates: Pam shared that during Cabinet this morning, 1) Facilities will have a new ADA plan that will be brought back to President's Cabinet, 2) Miramar College adopted a "no smoking" policy on their campus – future discussions on the smoking policy will be brought to President's campus including what we can and cannot enforce, 3) SB 1440 and transfer model of SDSU was discussed with the goal of aligning SDSU's curriculum model with that of other CSUs. Monica Romero stated that the Transfer Center website at Mesa is now updated:
<http://www.sdmesa.edu/transfer-center/index.cfm>

d) Draft of Institutional Planning Manual (sent electronically on 8-31-12): Pam asked for a general discussion on the manual and suggestions for any additions / deletions. Grammar and other styling changes were requested to be sent directly to Pam via email. This document is now to be shared with classified, faculty and student governance groups to review.

e) Participatory Governance Task Force: A handout was distributed and Pam asked all to review. This task force will have faculty, classified, student and administrative members who are asked to research the committees on campus and their functions as well as define participatory governance and align our goals with the District governance handbook. Pam asked that the names of the individuals serving on this task force be reported by this Friday. This task force will complete this process and bring the results to the March 15, 2013 President's Cabinet Retreat.

f) Homecoming: Pam announced that a Homecoming date has been selected by the task force which is planning this event. October 20, 2012, 5 p.m. – in advance of the SD Mesa College football home game against Victor Valley College. More details will be presented to upcoming President's Cabinet meetings.

2) COLLEGE-WIDE PLANNING (Tim McGrath, VPI)

a) Learning Assessment Task Force: Tim shared that this group was initially formed with accreditation in mind to review standards and best practices to help guide the campus. This task force will report directly to President Luster. Pam added that she would like to "Mesa-mize" our approach and move past what accreditation wants us to do by defining our purpose and setting objectives.

b) PIE / PCab Retreat: The PIE Committee met last week and all members from the last year have

returned. They established an agenda with timelines for the next academic year.

3) INSTRUCTION (Tim McGrath, VPI)

a) Enrollment Report:

1. Mesa is offering 6 more sections this year compared to fall 2011. (6 less Census classes)

As a district we are offering 195 fewer sections this year compared to last fall.

2. Mesa down 42 FTES from last year. (Up 29 FTES in Census classes. Biggest drop is in Census Day classes as we are down 73.5 FTES)

Summer 2012 = 62.1

Fall 2012 = 6,976

Spring 2013 = 7,349 (Projected)

Projected Total 14,392 Projected

FTES Target 14,027 (+365 FTES/2.6%)

3. Headcount is down 544 students from last year which is a 2% drop.

25,869 = spring 2011

24,766 = spring 2012

23,777 = Fall 2011

23,233 = Fall 2012

4. Fill Rates (Both on campus and online) are a combined 96% which is the same fill rate as fall 2011

*Miramar's fill rate is 100%

*City's fill rate is 94%

5. Enrollment Capacity (total seats – on campus and online)

60,584/62,563 = fall 2011 = 96%

59,247/61,256 = fall 2012 = 97%

6. Load Factor

574 = fall 2011

593 = spring 2012

*Based on 557 load factor for 16.5 semester

525 = 17.5 semester

b) Facilities Update: The Mesa Shuffle: Tim shared a Powerpoint presentation of the construction on the Mesa Campus from present time through 2015. This presentation will be uploaded to the President's webpage located at: <http://www.sdmesa.edu/president/documents.cfm>

4) STUDENT SERVICES (Denise Whisenhunt, Interim VPSS)

No Report

5) ADMINISTRATIVE SERVICES (Bill Craft, Acting VPA)

No Report

6) PARTICIPATORY GOVERNANCE REPORTS

a) Academic Senate (Madeleine Hinkes): Madeleine stated first meeting of the full senate will be held next week.

b) Classified Senate (Angela Liewen): Angela stated that next meeting is 9-21-12; Monica R. is reviewing classified staff committee appointments and Angela thanked all managers/supervisors for allowing their staff to serve.

c) Associated Students Governance (Roberto Rosas): Roberto stated that student appointments to committees is being reviewed; their first meeting is tomorrow (9-5-12).

7) FUTURE PRESIDENT'S CABINET TOPICS

No updates

8) OTHER

a) Schedule of fall 2012 meetings for Administrators, PIE, PCab, LATF (handout) – dates are:

Administrators' Meetings: 1st and 3rd Mondays, 3:30 – 5 p.m., A-104

September 11

October 1

October 15

October 29

November 19

December 3

President's Cabinet and Learning Assessment Task Force Meetings

1st and 3rd Tuesdays

President's Cabinet: 2 – 3:30 p.m., A-104

Learning Assessment Task Force: 3:30 – 5 p.m., A-104

September 4

September 18

October 2 (President's Cabinet only)

October 16

October 30 (Learning Assessment Task Force only)

November 6

December 4

Note: No meeting on November 20 – week of Thanksgiving holiday

Budget Committee and PIE Committee Meetings

2nd and 4th Tuesdays

Budget Committee: 2 – 3:30 p.m., A-104, Start Date: TBD

PIE Committee: 3:30 – 5 p.m., A-104

PIE Committee fall 2012 dates (3:30 – 5 p.m.):

September 11

September 25

October 9

October 23

November 13

November 27

December 11

9) ANNOUNCEMENTS

a) Chancellor's Forum at SDMC, Monday, Sept, 17, 2012, 2-3 p.m., G-101

b) San Diego Mesa College, Campus Board of Trustees meeting, Oct. 18, 2012, 4 p.m., Design Center.

c) President's Cabinet fall 2012 Retreat, Friday, Nov. 9, 8:30 a.m. – Noon, Location TBD.

d) President's Cabinet spring 2013 Retreat, Friday, March 15, 9 a.m. – 4 p.m., Location TBD.

10) ROUNDTABLE

The next President's Cabinet meeting will be held on Tuesday, September 18, 2 – 3:30 p.m., in A-104.