



San Diego Mesa College
ACADEMIC SENATE MEETING
October 20, 2014: Room H117/H118 (2:15PM – 4:00PM)
MINUTES

Present:

Becca Arnold, Jennifer Carmichael, Aulani Chun, Leslie Cloud, Jennifer Cost, Nellie Dougherty, Sarah Elghraoui, Rob Fremland, Lou Ann Gibson, Guadalupe "Lupe" Gonzalez, Martina Hesser, Erika Higginbotham, Bill Hoefer, Inna Kanevsky, Terry Kohlenberg, Ken Kuniyuki, Guillermo Marrujo, Thekima Mayasa, Jonathan McLeod, Phyllis Meckstroth, Devin Milner, Dina Miyoshi, Michelle "Toni" Parsons, Ron Ryno, Robert Sanchez, Marilyn Schenk, Leslie Seiger, Shannon Shi, Steven Siegel, Judy Sundayo, George Svoboda, Walter "Duane" Wesley and Akunna Winston and guests Angela Arreaga and Chris Sullivan

ABSENT:

Mark Abajian, Christine Balderas (Excused), Kris Clark (Excused), Bill Clary, John Crocitti, Veronica Gerace (Excused), Kimberly Hart, Laleh Howard, Francisca Rascon, Manuel Velez, and Farshid Zand

I. CALL TO ORDER & WELCOME by Academic Senate President Terry Kohlenberg @ 2:20PM.
Parliamentarian – Jonathan McLeod/Timekeeper – Rob Fremland/Speaker Coordinator – Becca Arnold

II. APPROVAL OF AGENDA:

A. Terry Kohlenberg added the Expansion of the Faculty Hiring Priorities Committee (FHPC) to the agenda.

Motion to approve:

M/S

McLeod/Milner

UNANIMOUS

III. PUBLIC PRESENTATIONS:

A. Associated Student Government (ASG) Representative: Senator Angela Arreaga

1. Angela reported the ASG held a successful club mixer on Saturday.
2. The survey regarding the best locations on campus for WIFI reception will be ready next week.
3. The ASG is working on a web site to keep the students updated on club activities and department events.

B. Classified Senate Representative: President Angela Liewen (No Report)

IV. GUESTS:

A. Mesa College' Equity Plan: Dean Ashanti Hands & Campus Based Researcher Briana "Bri" Hays

1. The plan will be presented to President's Cabinet tomorrow.
 - a. Senate President Terry Kohlenberg has been asked to sign the document.
2. The plan identifies strategies to address disproportionate impact on Mesa College's students.
3. Mesa College's Equity Vision: To become the leading college of equity and excellence.
4. We are focusing on institutional barriers and practices and finding out what Mesa College can do as an institution to ensure student success.
5. The San Diego Community College District (SDCCD) Board of Trustees has approved the creation of the Mesa College Dean of Student Success & Equity to lead our equity plan.
 - a. Our equity approach:
 - Year 1 – Inquiry/Advocacy/Learning
 - Year 2 – Implementation/Evaluation/Refinement
 - Year 3 – Implementation Evaluation
6. Mesa College Student Success & Equity Committee:
<http://www.sdmesa.edu/about-mesa/governance/committees/student-success-and-equity-committee/>

Committee Objectives:

- Develop a shared vision for the College's student success and equity efforts.
- Advise in the development and implementation of the Student Success and Support Program (SSSP) Plan, Student Equity Plan and the Developing Hispanic-Serving Institutions Program - Title V Plan.
- Use student success and equity data and research to inform College practices.
- Provide a venue to dialogue and integrate student success and equity efforts campus-wide.
- Support the College's professional development efforts related to student access, success and equity.

7. Judy Sundayo reported Mesa College worked on Equity in 1989, but there was no follow through and asked that this fact is documented.

V. APPROVAL OF MINUTES: October 6, 2014

Motion to approve:

M/S

McLeod/Milner

**Abstained – 1
Marrujo**

VI. ROUND TABLE TOPICS: Unscheduled Classroom Observations – Faculty Peer Evaluation Process

- A. Are unscheduled classroom observations a standard component of the Faculty evaluation process?
 1. Classroom observation that occurs after the Peer Evaluator confirms a parameter of dates they may stop by to observe a class that is not on the same day as an exam, presentation of a film, student presentations or other classroom activities that cannot be disrupted.
 2. American Federation of Teachers (AFT) President Jim Mahler supports unscheduled classroom observations as part of the Peer Evaluation process.
 3. Jonathan McLeod said unscheduled classroom observations are appropriate and desirable.
 - a. The Peer Evaluator should also request copies of exams, syllabi and other course materials.
 4. Leslie Seiger reported Biology conducts one announced classroom observation and one unannounced classroom observation and their Peer Evaluators request copies of course exams, handouts and syllabi.
 - a. Biology wants to make sure the best Adjunct Faculty Members receive Priority of Assignment (POA).
 5. Jonathan McLeod reported Peer Evaluations are required at least once every six semesters and Student Evaluations are required once every three semesters.
 6. Guadalupe "Lupe" Gonzales and Jonathan McLeod reported School Deans can observe the classes of Faculty in their schools whose disciplines are not in their area of expertise.
 7. There were concerns expressed regarding inflated evaluations scores and ensuring that peer evaluation letters/memos match the evaluation scores on the evaluation forms.
 8. Senate President Terry Kohlenberg said we need to evaluate new Faculty honestly during their first year.
 9. Jennifer Cost said it important that the Faculty Evaluation Process does not cultivate a "Culture of Fear".
 10. Jonathan McLeod said the purpose of Peer Evaluations is to be informative, not punitive.

VII. OLD BUSINESS:

A. Curriculum and Instructional Council (CIC) Documents: Toni Parsons (5 Minutes)

1. Waivers for Major Requirements:
 - a. Toni reported the Senate needs clarification on the version of the document the Curriculum Instructional Counsel (CIC) will vote on. (Duane Short's Original Version or a Revised Version?)
 - Terry Kohlenberg reported he prefers Duane Short's original wording.

Motion to table the item pending clarification of the version the CIC will vote on:

M/S

McLeod/Milner

UNANIMOUS

B. Faculty Hiring Prioritization Committee (FHPC) Expansion: Terry Kohlenberg

1. The current process is working. (Terry feels more departments should be represented.)
2. Devin Milner, Chris Sullivan and Judy Sundayo support the current membership (Option 1) where Faculty is represented by the Academic Senate (President, President Elect, Chair of Chairs and Chair of the Academic Affairs Committee). (Four Faculty Members, the Vice President of Instruction (VPI) and two School Deans)
3. Jonathan McLeod and Toni Parsons support alternating Faculty and School Deans every year. (Changing the departments that are represented by Faculty and School Deans annually (Option 3))

VIII. NEW BUSINESS: None

IX. SENATE EXECUTIVE REPORTS:

A. President Elect: Rob Fremland

1. The Committee on Elections needs a new Chair.

B. Secretary: Becca Arnold (No Report)

C. Treasurer: Ken Kuniyuki (No Report)

D. Senator at Large (1):

1. The Senate still needs a second Senator at Large.

E. Senator at Large (2): Vacant

F. President: Terry Kohlenberg

1. Terry will attend the Academic Senate for California Community Colleges (ASCCC) Area D Meeting in Santa Ana on October 25, 2014 and the Fall Plenary from November 13, 2014 to November 15, 2014 in Irvine.
 - a. Terry asked the Senators to inform him of their positions regarding the resolutions he will vote on as the Senates' delegate. <http://asccc.org/events/2014/11/2014-fall-plenary-session>

X. COMMITTEE REPORTS:**A. Academic Affairs Committee: Chair Inna Kanevsky**

1. The committee desperately needs a member from Counseling or Disabled Student Programs and Services (DSPS).
2. Inna is meeting with Counseling Chair Ailene Crakes at 9:00AM tomorrow and invited concerned Faculty to attend the meeting.

B. Professional Development Committee (PDC) Chair: Lupe Gonzalez

1. The PDC needs members from Arts & Languages and Math & Natural Sciences.

C. Committee of Chairs (COC): Chair of Chairs Jennifer Cost

1. Adjunct Faculty members teach 2/3 of the classes that are taught at Mesa Colleges.
- a. Adjunct Faculty members need pay equity and office space to hold office hours for their students as part of campus equity plan.

DI. Curriculum Review Committee (CRC): Co-Chair Toni Parsons

1. Catalog Revision Deadline:
 - a. The next deadline was changed from December 2014 back to February 2015.

F. Program Review Committee (PRC): Co-Chair Dina Miyoshi

1. The PRC recommends that Lead Writers submit a draft document to their Liaison by October 31, 2014.
 - a. The Program Review Document is due in January 2015.

G. Basic Skills Committee (BSC): Coordinator Chris Sullivan

1. Chris suggested the Senators may want to review the Common Assessment Initiative web site.
<http://cccassess.org/>

XI. ANNOUNCEMENTS:

- A.** The next Academic Senate meeting is scheduled for November 3, 2014 in H117/H118 @ 2:15PM.
- B.** The next Committee of Chairs meeting is scheduled for October 22, 2014 in H117/H118 @ 2:15PM.

XII. ADJOURNMENT:

Motion to adjourn the meeting @ 4:02PM:

M/S

McLeod/Sundayo

UNANIMOUS

Submitted by Sue Saetia

Approved by the Academic Senate: November 3, 2014

5. Communication Studies Associate Degree for Transfer (ADT):

- a. Terry reported San Diego State University (SDSU) will only accept transferring students for Communication Studies who completed the ADT for Communication Studies.

X. COMMITTEE REPORTS:**A. Academic Affairs: (Co-Chair Inna Kanevsky)**

1. The committee needs Faculty representatives from Arts & Languages, Business & Technology and Counseling.

B. Professional Development Committee (PDC): (Chair Lupe Gonzalez) No Report**C. Committee of Chairs (COC): (Chair of Chairs Jennifer Cost) No Report****D. Curriculum Review Committee (CRC): (Co-Chair Toni Parsons)**

1. Toni has updated the Six-Year Review Report.
 - a. A report was given to Acting Dean Madeleine Hinkes, the School Deans and Chair of Chairs Jennifer Cost.
 - b. Please report any errors to Toni.
3. Course lists for certificates and associates degrees must be cleaned up and inactive courses deactivated.
4. All revisions to programs must be approved at the state level.
5. The catalog revision deadline is now December 4, 2014.

E. Program Review Committee (PRC): (Co-Chair Dina Miyoshi)

1. The Program Review Steering Committee has 18 members (9 are Faculty).
2. The Program Review website contains more detailed information about the process.
3. This year is a comprehensive year and the next two years are update years.
4. All Program Review Lead Writers should have already made contact with their Liaisons.
 - a. October 31st is a recommended draft submission deadline.
 - b. The final draft is due on January 30th.
5. This is the first comprehensive year in TaskStream.
6. Training on Program Review, Student Learning Outcomes (SLOs), Faculty Hiring Prioritization (FHPC), Classified Hiring Prioritization (CHPC) and Budget and Allocation Recommendations (BARC) requests continues to be available.

F. Basic Skills Committee (BSC): (Coordinator Chris Sullivan)

Motion to move the agenda item up to immediately following the "Round Table":

M/S

Fremland/Parsons

UNANIMOUS

1. The Basic Skills Report:

- a. There have been modest gains and some losses.

Motion to accept the report: "The document does not inform policy, but can inform policy." (Jonathan McLeod)

M/S

McLeod/Higginbotham

UNANIMOUS

2. Basic Skills Classrooms:

- a. There will be seven (7) total bungalows dedicated to Basic Skills classes including the T1/T2/T3 and four bungalows that were originally in the Modular Village.
 - All seven classrooms will have smart classroom equipment.

XI. Announcements:

A. Leticia Lopez reported San Diego Mesa College was recently awarded \$290,000.00 4-year grant by the USDA-NIFA-HSI (National Institute of Food and Agriculture, Hispanic Serving Institution) for a project titled "STEM Engagement for the Enrichment of Diverse Students (SEEDS) Scholars Program" .

1. "SEEDS has been designed to specifically increase the number of Hispanic students pursuing future graduate degrees in STEM fields (science, technology, engineering, and math) by providing them with a firm foundation of advanced knowledge and skills beginning with their first two years in college."

B. The next Academic Senate meeting is scheduled for October 20, 2014 in H117/H118 @ 2:15PM.

C. The next Committee of Chairs (COC) meeting is scheduled for October 8, 2014 in H117/H118 @ 2:15PM.

XII. ADJOURNMENT @ 3:59PM.

Submitted by Sue Saetia

Approved by the Senate: November 3, 2014