



**SAN DIEGO MESA COLLEGE ACADEMIC SENATE**  
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**SAN DIEGO MESA COLLEGE  
 ACADEMIC SENATE MEETING  
 March 14, 2016: Room H117/H118 (2:15PM – 4:00PM)  
 MINUTES**

**Present:**

Nellie Dougherty, Amanda Fusco, Peggy Fischer, Rob Fremland, Lou Ann Gibson, Helen Greenbergs, Martina Hesser, Erika Higginbotham, Bill Hoefer, Laleh Howard, Inna Kanevsky, Terry Kohlenberg, Ken Kuniyuki, Cesar Lopez, Guillermo Marrujo, Jonathan McLeod, Phyllis Meckstroth, Devin Milner, Dina Miyoshi, Uriel Ornelas, Michelle "Toni" Parsons, Olga Pillipets, Tina Recalde, Joe Safdie, Robert Sanchez, Steven Siegel Shannon Shi, Judy Sundayo, Gwen Ulrich-Schlumbohm, Lauren Wade, Tracey Walker and George Ye

**Absent:**

Bill Brothers (Excused), Aulani Chun (Excused), Bill Clary, Leslie Cloud, John Crocitti, Veronica Gerace (Excused), Guadalupe "Lupe" Gonzalez, Sharon Hughes (Excused), Thekima Mayasa, Kim Perigo (Excused), James Romeo and Walter "Duane" Wesley (Excused)

**I. CALL TO ORDER & WELCOME** by Academic Senate President Rob Fremland @ 2:23PM.

Parliamentarian – Jonathan McLeod/Timekeeper – Becca Arnold/Speaker Coordinator – Becca Arnold

**II. APPROVAL OF AGENDA:**

Motion to approve:

**M/S**

McLeod/Gibson

**UNANIMOUS**

**III. PUBLIC PRESENTATIONS:**

- A. **Associated Student Government (ASG) Representative:** Senator Miriam Ahmed (No Report)
- B. **Classified Senate Representative:** President Trina Larson (No Report)

**IV. GUEST: Mark Manasse (Faculty Instructional Tutoring Coordinator)**

- A. Mark transferred from Miramar College approximately six weeks ago.
- B. Mark is working on developing a general tutoring philosophy and a culture of tutoring for Mesa College and he is trying to expand the hours Tutoring Services are available to our students including Fridays and Saturdays.
- C. Mark would like to coordinate all Tutoring at Mesa College:
  - 1. Academic Skills Center (ASC)
  - 2. Classroom Tutors
  - 3. Disability Support Programs & Services (DSPS) High Tech Center
  - 4. STAR TRIO
  - 5. Writing Center
- D. Mesa College needs more trained Tutors and we currently cannot hire Graduate Students as Tutors.
- E. Mesa College will hold a Tutoring Retreat this summer.
- F. Academic Senate President Rob Fremland asked if Faculty reassigned time is currently available for Tutoring.
  - 1. Mark reported the following are currently available:
    - a. English/ESOL - .2 FTE
    - b. Mathematics - .2 FTE
    - c. Sciences - .4 FTE
    - d. Writing - .2 FTE

- G.** The Music and Social Sciences department Senators asked how they can request tutoring services for their programs and how departments can request additional hours of tutoring.
  - 1. Please contact Mark regarding Tutoring needs for your programs.
  - 2. Joe Safdie asked Mark if the Vice President of Instruction is willing to provide funding for student and graduate student tutors.
- H.** Online Tutoring: Mark is working on developing online tutoring services and finding funding sources.
- I.** Joe Safdie asked if Adjunct Faculty can receive their regular classroom pay rate for tutoring our students.
  - 1. Mark said Adjunct Faculty can receive their regular pay rate for a non-classroom assignment.
    - Jonathan McLeod said we must make sure Adjunct Faculty members do not exceed their maximum FTE.
- J.** Guillermo Marrujo asked Mark to put out a call to Faculty to provide the names of the students in their classes who need tutoring services and also provide Tutoring marketing materials to the campus.
- K.** Shannon Shi reported that her department has a tutor who was trained in fall 2015 who is still waiting to be cleared by Human Resources.
  - 1. Mark reported that he is trying to work with Human Resources to speed up the hiring process.
  - 2. Please let Mark know if your department has been able to speed up the hiring process.
- L.** Becca Arnold asked Mark if he would be willing to attend School Meetings during FLEX week to provide information regarding Tutoring Services that are available to our students.
- M.** Counselor Judy Sundayo asked if the availability of Equity and Hispanic Service Institution funds is helping us reach our At-Risk students.
- N.** Helen Greenbergs asked if there is data available that tells us where we are getting the biggest bang for our buck.
  - 1. Mark reported there is not a lot of data available, but he is looking at the available data.

**V. APPROVAL OF MINUTES:** February 29, 2016

Motion to approve:

**M/S**

McLeod/Walker

**UNANIMOUS**

**VI. ROUND TABLE TOPICS:** None

**VII. OLD BUSINESS:**

**A. Resolution 16.2.1 – Music Department Associate Degree for Transfer (ADT):** Professor Momilani Ramstrum

- 1. The resolution was tabled for revisions on February 29, 2016.

Motion to open the item for discussion:

**M/S**

McLeod/Marrujo

**UNANIMOUS**

- 2. Momilani reported that Mesa College students who earn Music ADT instead of an Associate degree cannot earn a Bachelor's degree.
  - a. Music students have to pass a placement test and an audition before they are accepted to a Bachelor's degree program.
  - b. The Mesa College Music Department was not informed that a Music ADT would have a limited number of units.
    - The Music ADT template does not allow for enough units.
    - Music students need approximately 130 units to earn a Bachelor's degree.
  - c. Counselor Guillermo Marrujo reported that Music students can apply to a Bachelor's degree program through the Transfer Admission Guarantee (TAG).
  - d. Curriculum Review Committee (CRC) Faculty Co-Chair Toni Parsons reported that the Music ADT does not coincide with the nature of the law and Music Faculty throughout the state are opposed to a Music ADT.
    - Counselor Judy Sundayo reported that most of the ADTs are not right.

Motion to approve the resolution with friendly amendments from Becca Arnold and Judy Sundayo:

**M/S**

Safdie/McLeod

**UNANIMOUS**

**B. Resolution 16.2.3: Elimination of Printed Class Schedule:** Chair of Chairs Kim Perigo on behalf of the Committee of Chairs for San Diego Mesa College

1. Judy Sundayo said "Transformation" may be a better word choice than "Elimination".
2. Senate President Rob Fremland reported the resolution is also being vetted through the City and Miramar Academic Senates.
  - a. Rob suggested amending the resolution to include establishing a work group to develop alternative ways the district can conduct marketing and outreach to the community after the resolution is accepted by the District Governance Council (DCG).
3. The Senators discussed the current printed class schedule, friendly amendments to the resolution and possible alternatives to the printed class schedule.

Motion to table the item until the resolution's originator Kim Perigo is available on April 4, 2016:

**M/S**

Parsons/Arnold

**OPPOSED**

Greenbergs  
Kohlenberg  
McLeod  
Safdie

**C. Academic Senate Constitution: Proposed Changes**

1. Proposed changes by the Academic Senate Executive Committee, Senator Jonathan McLeod and the Academic Affairs Committee were sent to Faculty for review and feedback.

Motion to approve:

**M/S**

McLeod/Siegel

**ABSTAINED**

Howard  
Sundayo

**VIII. NEW BUSINESS:** None

**IX. SENATE EXECUTIVE OFFICER REPORTS:**

- A. **Vice President: Erika Higginbotham** (No Report)
- B. **Secretary: Becca Arnold** (No Report)
- C. **Treasurer: Ken Kuniyuki**: (No Report)
- D. **Senator at Large (1): Inna Kanevsky** (No Report)
- E. **Senator at Large (2): Joe Safdie** (No Report)
- F. **President: Rob Fremland**

1. New PeopleSoft Payroll System:

1. New PeopleSoft Payroll System:
  - a. Rob noted that the Chancellor's districtwide response to comments from district employees regarding the new payroll system during the last Board of Trustee meeting had a very apologetic tone.
  - b. Shannon Shi reported her deductions have been different each month since December 2015 and she does not know how to verify that her current deductions are correct.
  - c. Guillermo Marrujo reported the pay stub information is different now.
  - d. Rob will look into the issue.
  - e. Leleh Howard asked the Senators to report payroll problems

2. District Governance Council (DCG):

2. District Governance Council (DCG):
  - a. Rob reported that he serves on DCG with the Vice Chancellors, College Presidents and Academic and Classified Senate Presidents.

3. Resolution 16.2.2 - Faculty Computer Replacement (Laptop Option):

3. Resolution 16.2.2 - Faculty Computer Replacement (Laptop Option):
  - a. The approved resolution was send to the Information Technology Department.

4. Facilities Issues:

4. Facilities Issues:
  - a. The report of the G100 building Lactation Room not being cleaned was reported the Mesa College Facilities Committee.
  - b. Steven Siegel reported the that the whiteboard for his classroom in the Math & Science building are not always cleaned for his class first thing Monday morning.

- c. We do not know how many Custodians will be hired for Mesa College.
  - The district is only looking at square footage and not looking at how many students are utilizing a particular building or area.
- 5. April 4, 2016 Academic Senate Meeting: Mesa College President Pam Luster will be our guest.

**X. COMMITTEE REPORTS:**

**A. Senate Executive Committees:**

- 1. Academic Affairs Committee: Chair Tina Recalde (No Report)
- 2. Professional Advancement Committee (PAC): Chair Lupe Gonzalez (No Report)
- 3. Committee of Chairs (COC): Academic Senate President Rob Fremland
  - a. Rob asked the Senators to encourage their Department Chairs to attend the Committee of Chairs meetings.
- 4. Curriculum Review Committee (CRC): Co-Chair Toni Parsons (No Report)
- 5. Program Review Committee (PRC): Co-Chair Dina Miyoshi
  - a. The online surveys for lead writers, liaisons, and managers will be distributed soon by the Instructional Effectiveness Office to obtain feedback about this Program Review cycle

**B. Other Committees:**

- 1. Basic Skills Committee (BSC): Tracey Walker
  - a. The Equity and Hispanic Serving Institution Committees are also working on Basic Skills issues.
    - The committee will only meet three times each semester after spring 2016. (The committee will meet before the semester starts, mid-semester and after the semester ends since other committees are also working on Basic Skills issues.
  - b. This is Chris Sullivan's last semester as Basic Skills Coordinator.
- 2. The Committee for Diversity Action, Inclusion & Equity (CDAIE): Chair Judy Sundayo
  - a. Mesa College is celebrating Women's History Month.
  - b. The Festival of Colors is scheduled for April 11, 2016 – April 14, 2016.
- 3. Proyecto Exito: Leticia Lopez (No Report)
- 4. Other Committees: (No Report)

**XI. ANNOUNCEMENTS/FOR THE GOOD OF THE ORDER:**

- A. The next Academic Senate meeting is scheduled for April 4, 2016 in H117/H118 @ 2:15PM.
- B. The next Committee of Chairs meeting is scheduled for March 23, 2016 in H117/H118 @ 2:30PM.

**XII. ADJOURNMENT @ 4:01PM.**

Motion to adjourn:

**M/S**

McLeod/Brothers

**UNANIMOUS**

Submitted by: Sue Saetia

Approved by the Academic Senate: April 4, 2016