

SAN DIEGO MIRAMAR COLLEGE CLASSIFIED SENATE MEETING MINUTES



Tuesday, April 20, 2021 • 11:00 a.m. - 12:00 p.m. • Zoom

Attendees: Sean Young, Clarissa Padilla, Anna Liza Manzo, Arni Neff, Cheyanna Morence, Sam Shooshtary, Sharilyn Wilson, Rachel Halligan, Jill Griggs, Damaris Garduno, Sara Griswold, Lynne Campbell, Val Sacro, Sandra Marquez, and Kurt Hill

A. Approval of the Agenda 11:00 a.m.

Motion was made by S. Shooshtary, seconded by C. Morence, and moved to approve.

B. Approval of Previous Minutes

1. Classified Senate meeting – March 30, 2021

Motion was made by V. Sacro, seconded by S. Wilson, and moved to approve.

C. Additional items:

1. Ongoing dialogue: Equity¹. Introduced was the DEI resolution that was presented by CEC for all constituency groups to review. The California Community College Chancellor's Office has asked all colleges to develop a resolution and support of diversity, equity, and inclusion. This will be sent out to the Classified Senate for review and to be discussed in a subsequent meeting. Currently there are two drafts. Inquiry will be made to Academic Senate and Management on whether one draft will be generated for the entire college, or if this will be done by each constituency bodies. Recommendation will be made to create this draft as a college. S. young will take discussion back to College Council and College President to create the draft statement as a college.
2. Information - Authorization by CS Executives for renewal of 4CS Membership, \$100 for 2021-2022 membership dues. Classified Senate Executives authorized the renewal of \$100 for the 2021-2022 4CS Membership.
3. Information - Acceptance and Deposit of \$1000 AFT Donation for the Classified Senate. Accepted deposit of \$1,000 AFT donation for Classified Senate.
4. Information - "Re-Opening" of Miramar College (contingent upon time). Discussion regarding the re-opening of Miramar College was opened. It was encouraged to attend the college's Town Hall meeting to be held this week.

D. New Business:

1. College Governance Handbook – Updates to the latest draft was presented and discussed. Current changes to this draft include the creation of the Grants and Initiatives Subcommittee which was previously the Grants and Initiatives Program Viability Subcommittee. Program viability process will be part of the Program Review and Outcomes Assessment Subcommittee. Honors Committee has been omitted (becoming an operational function). There is a name of change for Diversity, Equity, and Inclusion Committee (DIEC), which will now become Inclusion, Diversity, Equity, and Anti-Racism Committee (IDEA). The IDEA Committee was further discussed with the main topic with membership. This includes the new Educational Equity Coordinator as faculty Co-Chair, and statement that any other faculty, classified professional, or administrator member elected by committee can serve as co-chair. History was shared that the original request for the IDEA committee was to become a Tri-Chair so that each constituency group is represented. For the next round of CGC Handbook update, suggestion was made to review the involvement of Classifieds in co-chair (leadership) positions within other committees - to be more inclusive. Comment was made that if there are functionality issues within a committee, you can submit changes during the review cycle, and to be mindful of the amount of work for a Classified Professional will take on within these committee positions. Motion was made to approve the

¹ Additional items will be addressed contingent upon time.

College Governance Handbook was made by C. Padilla, seconded by S. Shoostary, and was passed unanimously. Currently, 75% of the constituency groups have now approved the College Governance Handbook. Congratulations was announced to those who were actively involved. This summer session, we will start building committee structures.

2. Reconstitution of Classified Senate Bylaws Review Committee – Once the College Governance Handbook has been adopted, the bylaws will require a complete review. Motion was made to reconstitute the Classified Senate Bylaws Review Committee (ad-hoc within our bylaws) by A. Neff, seconded by S. Shoostary, and unanimously approved. Recommendation was made for the proposed membership structure to be increased to seven members (previously five members). Structure will consist of one senator at large, three senators, and three at-large members from classified body. Suggestion was made to include members from the prior group to be involved with this review due to the history, involvement, and extensive research done. With this ad-hoc group, review will be done over summer session with a deadline for the end of August 2021 for review and approval. Side note was made that this workgroup will also review on how an ad-hoc group will be formed. In particular to the previous Classified Senate conversation with the formation of a Diversity, Inclusion, and Equity Ad-hoc Workgroup or a Professional Development standing committee (to standardize and flesh out). In regards to the formation of this bylaws review committee, it was reminded that the majority of the work has already been done by previous members - the structure has all been put into place. After a robust discussion on committee membership and what was recommended, motion was made for the Classified Senate Bylaws Review Committee membership to include one representative from the prior group, three senators, and re-solicit from the Classified DL for volunteers (Classified will fill if not filled), by C. Padilla, accepted by C. Morence, and seconded by J. Griggs, and was passed unanimously. Volunteers to form this committee to include S. Wilson and S. Shoostary. Any other interested individuals to email S. Young by Friday, April 29, 2021. Reminder will be sent to all Classified Senators, as well, the Classified Senate DL.
3. Classified Senate Scholarship Reinstatement – Classified Senate has always had a scholarship in the Foundation. Due to previous funding issues, this was ceased. Motion was made to reinstate the Classified Senate Scholarship for students by C. Padilla, and seconded by A. Neff/D. Garduno, and was moved to approve. The following discussion regarding the Scholarship Donor Questionnaire will be continued at our next Classified meeting: Funding for this scholarship will be coming from AFT's donation of \$1,000 AFT to use as initial kickstart. Afterwards, we will need to plan for fundraising for this scholarship fund for the future. Award amount for this round of scholarship will be \$250-\$500. Application process will be coming from Financial aid for student application. Number of scholarships will be dependent upon available funds and amounts awarded. This is a one-time award only. Classified Senate will select the scholarship recipients(s). Applicants must complete a minimum amount of six units at Miramar College, minimum GPA of 2.75, submit an essay (500 words on educational achievement or barriers overcome), and demonstrate financial need. Scholarship must be used for tuition, books, licensing fees, supplies, parking fees, buss pass, and purchase of food associated with enrollment at Miramar College. Suggestion was made to remove criteria that the student must have an educational plan, in particular to being in a virtual environment and the pandemic. Discussion will continue next Classified Senate meeting, to include topic with graduation expenses, book purchases, etc. Request was made to send the updated donor questionnaire to Classified Senate to review and provide further feedback for the next meeting.
4. ASG.R.100 – Vote of Support for the ASG Resolution as Presented and resolved by the ASG. Recently, the Associated Student Government passed Resolution 100, the ASG's recommendation for a plan on returning to in-person instruction for the fall 2021 semester for STEM, lab, and art courses. Clarification was made that instructors who wish to teach online can stay online, and where practical to return to teach in-person. Concern was raised in regards to FTEF and scheduled courses – where is this going to be pulled from and who is not going to have a class to offer. If we are offering an in-person course, there will be limitations in terms of classroom capacity - we'll be lessening FTEF by FTES. As well, if we are considering STEM, ART, or CTE classes discussion will be needed in regards to class caps which is determined by physical operating space. Motion was made that the Classified Senate to support the resolution the concerns mentioned above by S.

Young, seconded by S. Wilson, and motion carries. Resolution will be sent back to College Council

E. Old Business:

1. AAPI Statement of Support – Tabled.

F. Roundtable

1. Motion was made to extend meeting time 10 more minutes by C. Padilla, and seconded by J. Griggs, and moved to approve.
2. DEI Resolution from Chancellors Office was introduced, but not reviewed.

G. Announcements:

Spring 2021 Meeting Dates: Feb 9, Feb 23, March 2, March 22, March 30, April 6, April 20, May 4, May 18, June 8, and June 22

Adjournment: 12:12pm

San Diego Miramar College 2020 – 2027 Strategic Goals

1. **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success
2. **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success
3. **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making
4. **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships
5. **Diversity, Equity, and Inclusion** - Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community