

# College Council Meeting Minutes

## San Diego Miramar College

8/31/21 • [Zoom](#) • 1:00 pm – 2:30 pm

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### Members:

Wesley Lundburg (co-chair), Laura Murphy (co-chair), Brett Bell, Adrian Gonzales, Michael Odu, Pablo Martin, Sean Young, Bill Pacheco (proxy for: Clarissa Padilla), Sam Shoostary, Dan Igou, and Edward Borek

### Vacancies:

Administrators: Alternate; Classified Senate: Alternate; Academic Senate: Alternate; ASG: Designee (2)

Guests: Adrian Arancibia, Claudia Estrada-Howell, Judy Patacsil, Jesse Lopez, Daniel Miramontez, Cheryl Barnard, Sharilyn Wilson, Tonia Teresh, Monica Demcho, Carmen Carrasquillo Jay

- A. Call to Order** - The meeting was called to order at 1:03 pm
- B. Approval of Agenda and Minutes** - **Odu** made a motion to approve the meeting agenda. Seconded by **Young**. There was no discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. The motion carried. **Young** made a motion to approve the 5-25-21 meeting minutes. Seconded by **Igou**. There was no discussion. There were 9 yay votes, 0 nay votes, and 1 abstention. The motion carried.
- C. Committee Reports/Other –**
- College President: **Lundburg** reported that there has been lots of activity and concerns expressed regarding COVID protocols. Chancellor’s Cabinet has spent a lot of time discussing this topic. He shared that there is state funding for new faculty positions and announced Miramar will be receiving 13 of the 25 positions. The other colleges will each get 4 positions. He’d like to work on classified hiring but this is great news for the college.
  - Academic Senate President: **Murphy** welcomed everyone back to a new semester.
  - Classified Senate President: **Young** reported that the Classified Senate meeting is next week. He has nothing to report.
  - Associated Student Government (ASG) President: **Borek** shared that the first meeting of ASG was last Friday and it went well. There was good participation and he is encouraging more participation. A call to action was sent out for faculty advisors but he shared anyone can be an advisor, it is not limited to just faculty. He reported that a form will go out to students to gather interest for student clubs on campus.
  - Other: **Odu** is excited about the new faculty positions and expressed a special thank you to all our current faculty. **Martin** shared that the ConC (Committee on Committees) has met and began their work to appoint faculty to the various governance committees. **Murphy** noted this a new committee and it will take time to work through the process.

### D. Old Business:

#	Item
1	There was no old business.

### E. New Business:

#	Item
1	College Council Charge and Membership – <b>Murphy</b> reviewed pages 17 – 19 of the new college governance handbook. She noted that the College President is the co-chair and a non-voting member. She continued that the other co-chair was the Academic Senate President, by position, in the previous handbook but now it will rotate annually through the constituencies. She explained that the committee has not officially determined who still start and it should be discussed and decided here. <b>Lundburg</b> recommended that <b>Murphy</b> continue to serve as co-chair for this year for continuity purposes as we are adjusting. <b>Odu</b> suggested

	<p>hearing from the constituencies. <b>Gonzales</b> recommended deciding which constituency will go first and then go from there. <b>Young</b> stated he had no problem with <b>Murphy</b> continuing. He did suggest that he and <b>Borek</b> be included on the agenda setting meetings to become familiar with the process. <b>Borek</b> agreed with this idea. There was a suggestion to have all the constituency leaders be co-chairs and another suggestion to have a Chair and Vice Chair model. After some discussion, <b>Murphy</b> reminded everyone that what is in the handbook is what we are charged with doing. She continued it can be changed in the future. She refocused the conversation to selecting a co-chair, from the one of the constituencies, for this academic year. <b>Young</b> made a motion to accept the Academic Senate President as the co-chair with President Lundburg and have the other constituency leaders attend the agenda setting meetings as guests for the first year. Seconded by <b>Odu. Lundburg</b> asked if there was any discussion. <b>Martin</b> suggested <b>Borek</b> for the co-chair position. <b>Borek</b> thanked <b>Martin</b> for the nomination but respectfully declined. He agreed with the motion on the floor. He suggested that Classified Senate serve in the role next year and ASG the following year. <b>Pacheco</b> made a friendly amendment to set the rotation cycle to faculty for the first year, classified for the second year, and students for the third year. Seconded by <b>Murphy</b>. There was no further discussion. There were 10 yay votes, 0 nays, and 0 abstentions. The motion carried. The motion on the floor was restated. There was no further discussion. There were 10 yay votes, 0 nays, and 0 abstentions. The motion carried. <b>Murphy</b> concluded reviewing the College Council handbook pages by reading over the recommendations, changes to voting and quorum, and the establishment of the grants and initiatives subcommittee. She encouraged everyone to read the first few pages of the handbook. <b>Lundburg</b> asked <b>Kunst</b> to send the handbook out to the DL. <b>Miramontez</b> shared that the handbook is also on the website.</p>
2	<p><i>College Governance Handbook</i> – The constituencies gave an update on how their progress in creating a committee and process to make appointments to committees. There was some discussion around changes to the handbook. <b>Murphy</b> noted that there is not a formal process to submit changes to the new handbook. Under the new governance structure, the College Governance Committee, has been eliminated. College Council now handles governance. After a brief discussion, there was general consensus to form a taskforce comprised of one member from each constituency to recommend a process for submitting changes. <b>Lundburg</b> asked if there were any volunteers. <b>Martin</b> Volunteered. <b>Kunst</b> will put a call out via email to the committee members for participation.</p>
3	<p><i>Master Calendar (attachment)</i> – <b>Murphy</b> explained that at the end of last semester the College Governance Committee worked on drafting a master calendar to ensure there weren't a lot of meetings overlapping and to encourage participation. She clarified that we are not voting or approving the calendar as it exists today. She hoped we could use this semester to solidify the information and work towards a set calendar in the spring. <b>Miramontez</b> thanked <b>Murphy</b> for the clarification will take this statement back to PRIEC. <b>Gonzales</b> gave a brief explanation about how the proposed calendar was draft and the thought process behind it. He reminded everyone that it was just a suggestion.</p>
4	<p><i>IDEA Committee Chair Elections</i> – <b>Martin</b> explained that he requested this be added to the agenda on behalf of <b>Patacsil</b>. <b>Patacsil</b> thanked <b>Martin</b> and shared that there was some confusion at the Committee on Committees meeting about what was in the handbook. <b>Murphy</b> clarified that an old draft of the handbook was used as a template to begin tracking membership. She reviewed what was in the approved handbook, which stated "two members elected from separate constituencies." <b>Arancibia</b> further explained that at the DIEC (now IDEA) voted to have the faculty equity coordinator as the co-chair. <b>Gonzales</b> recalled there being a note that upon the approval of the faculty equity coordinator position, they would be a member on the committee by position. This is a change that could be made but the co-chair language would need to be discussed. This fall will be all about adjustments. <b>Murphy</b> pointed out that there is nothing in the handbook preventing the faculty equity coordinator from being elected to the co-chair position as it is currently written. <b>Martin</b> suggested that the taskforce for changes could address this issue. There was some discussion around release time. <b>Lundburg</b> recalled that the title of co-chair to the IDEA committee was not included in the description for the Faculty Equity Coordinator and that</p>

	presented an issue with taking on more duties. <b>Odu</b> stated that <b>Patacsil</b> has been appointed to the position for all intents and purposes and all that is needed now is to find the co-chair. <b>Lundburg</b> recognized consensus and moved on to the next agenda item.
5	<i>CARES Act, HEERF II, and HEERF III Update</i> – <b>Bell</b> gave a brief overview of the CARES Act. Last year, through CARES Act I, we received \$3.4M. As of July, of this year, we have spent \$3.4M and therefore that entire fund has been expended. He noted one outstanding item (laptops on backorder) but the funds are committed and can be considered spent. For HEERF II funds, \$6.6M was allocated at the end of last year. In the first two months of this fiscal year, we have spent \$1.48M in Direct Student Aid, \$210K in from institutional money and \$313K from the MSI fund. We have a collegewide RFF (Request for Funding) process launched, which will be the same as the last one we did with CARES. Lastly, we have HEERF III, totaling \$11.7M. The bulk of that is in student aid where we've already had \$227K worth of spending. HEERF III will continue the work that we started with HEERF II. The general concept of these allocations primarily student reengagement in the classroom and COVID mitigation.
6	<i>COVID-19 Update</i> – <b>Bell</b> gave a quick recap of COVID protocols. Employees, regardless of their work location, are required to be vaccinated. Student who are in hybrid or fact-to-face classes are required to be vaccinated. Employees and Students are able to ask for medical and religious exemptions, which are approved through a district wide process. Employees who are not vaccinated are required to be tested every 7 days, regardless of work location. Employees who are not testing compliant will be placed on leave without pay. Students with medical or religious exemptions are required to test every 7 days. Students who are not testing compliant will be dropped from their hybrid or face-to-face sections on a weekly basis. Lastly, masks are required on campus. Masks may be removed when outdoors and socially distanced.
7	<i>SDMC Technology Plan 3.0 (attachment)</i> – Time did not permit for this item. <b>Lundburg</b> asked <b>Kunst</b> to place this item at the top of the next meeting agenda to ensure we get to it.
8	<i>Accreditation (Standing item)</i> – <b>Miramontez</b> shared that we are in accreditation season. He and Palma-Sanft have been working with the ACCJC liaison and a training is scheduled for Friday, October 8 <sup>th</sup> from 1:00 pm – 4:00 pm. Right now, they are working with the constituencies to get the tri-chair teams together. To date, the managers have been placed on their tri-chair teams. He is working with Young on the classified professional assignments. He wanted to provide a general update and make sure the October 8 <sup>th</sup> training was on everyone's radar.

**F. Announcements** – There were no announcements.

**G. Adjourn** – The meeting adjourned at 2:33 pm.

**H. Next Scheduled Meeting:** *Tuesday, September 14<sup>th</sup>, 2021 from 1:00 pm – 2:30 pm via Zoom*

**Link to recording:** [https://cccconfer.zoom.us/rec/share/82JVMrIb04xGZWfsULzHRXUxgN0-9HUrrFeTyrUzh8Gwjxk3s7o39PYKHC\\_EPbrv.gILZgK47DqTW4pwF](https://cccconfer.zoom.us/rec/share/82JVMrIb04xGZWfsULzHRXUxgN0-9HUrrFeTyrUzh8Gwjxk3s7o39PYKHC_EPbrv.gILZgK47DqTW4pwF)