**SAN DIEGO MIRAMAR COLLEGE**

 **CLASSIFIED SENATE MEETING MINUTES**

**Thursday, September 9, 2021 11:00 a.m. - 12:00 p.m. Zoom**

Meeting called to order at 11:03am

1. **Approval of the Agenda**-
	1. Moved to approve - Cheyanna Morence
	2. Seconded - Arni Neff second
	3. Approved by vote – 15 “Yes”, 0 “no” votes” 0 abstentions
2. **Approval of Previous Minutes**
3. No previous minutes available.
4. **Additional Items:**
5. Ongoing dialogue: Equity[[1]](#footnote-1)
	1. At five minutes thirty-eight second into the meeting, Sean Young stated that we do not have time to discuss additional items; we can “entertain” equity and other issues at the end of the meeting during round table, if time is available.
6. **New Business:**
7. HEERF Funding Update - (VPA Bell) 5 minutes
	1. Per Sean Young, due to change in meeting time VP Bell was not presently available to present on this issue; moved on to item 2.
8. Revised Election Procedures – Action Item (Sean) 5 minutes
	1. Sean presented document titled, “THE MIRAMAR COLLEGE CLASSIFIED SENATE ELECTIONS PROCEDURE.” Called for questions regarding the document and procedures as presented – no questions.
	2. Sean Young called for a “motion to approve the revised election procedures.”
	3. Sam Shooshtary moved to approve
	4. Cheyanna Morence seconded
	5. Arnice Neff and Sean Young thanked everyone for completing the Procedures.
	6. Approved by vote – 15 “yes” votes, 0 “no votes, 0 abstentions
	7. Note - Najah Abdelkader asked if she could vote; Sean Young responded that she may not but thanked her for the question.
9. Tentative Classified Senate Schedule for Fall 2021– (Sean) 5 minutes
	1. Tentative Classified Senate meeting dates presented:
		1. Sept. 8th 11:00 am – 12:00 pm
		2. Sept. 21st 11:00 am – 12:30 pm
		3. Oct. 5th 11:00 am – 12:00 pm
		4. Oct. 19th 11:00 am – 12:00 pm
		5. Nov. 2nd 11:00am – 12:00 pm
		6. Nov. 16th 11:00 am – 12:00 pm
		7. Dec. 7th 11:00 am – 12:00 pm
		8. Dec. 14th 11:00 am – 12:00 pm (if necessary)
	2. Sean Young called for questions, comments, or concerns, keeping in mind this just to give a rough idea of the dates. Sean took motion to approve the tentative schedule.
	3. Clarissa Padilla moved to approve
	4. Sam Shooshtary seconded
	5. Motion approved by vote – 15 “yes” votes, 0 “no” votes, 0 abstentions
10. SDMC Technology Plan – First Read (Sean) 10 Minutes
	1. Sean Young presented document titled, “San Diego Miramar College Technology Plan 3.0”; called for questions, comments, and concerns as presented; advised that people can reach out to Bill (Pacheco) directly with any concerns. No calls for questions or concerns made.
	2. Sean Young shared revisions made by faculty at Academic Senate in PowerPoint document titled, “Technology Committee”;
		1. Laura Murphy confirmed document’s accuracy; stated that certain responsibilities were not being done, and that issue was raised at Academic Senate (AS).
	3. Sean Young called on Bill Pacheco, who asked if the Technology Committee Chair, Dean Miramontez, was present at the AS discussion and if he was requested to be a part of the conversation. Sean Young replied that he was not. Bill Pacheco recommended that, moving forward, it would be beneficial to invite the co-chairs (Dean Miramontez and Kurt Hill) to discussion on the matter because – right or wrong - they have been the ultimate decision makers; unless cochairs are part of the discussion, it effectively falls on deaf ears without their participation.
	4. Sean Young stated it doesn’t “fall on deaf ears” because it will be discussed at college counsel soon.”
	5. Sean called on Clarissa Padilla, who noted a disconnect between operational and participatory governance and that people like Kurt Hill are charged with the operational responsibilities of technology.
	6. Sean Young called on Laura Murphy, who asked to clarify that the issues raised at the AS did not have to do with operational concerns and that discussion should be shared with all constituencies.
	7. Sean Young called on Bill Pacheco, who agreed with Clarissa Padilla’s point that the language in the AS PowerPoint and suggests a very broad charge that may encroach upon the responsibilities and duties of designated Classified technology professionals; Bill Pacheco acknowledged that there is an unquestioned need for faculty direction on the pedagogical aspects of technology, but that the technological medium for delivery and other logistical aspects of technology should be directed by the designated technology professionals.
	8. Laura Murphy typed into chat, “If you think this committee responsibility is not correct, then maybe make a recommendation to the College Council to change the handbook.
	Bill Pacheco replied by chat, “Perhaps the issues is with the interpretation of the handbook and not the handbook itself.”
	9. Sean Young called on Laura Murphy, who confirmed that the AS senate had passed the Technology Plan and voted to forward the concerns addressed in the PowerPoint to College Council.
	10. Sean Young noted that this is a first read for the Classified Senate (CS), and asked people to forward any comments questions or concerns for the College Council.
	11. Sean Young called on Najah Abdelkader, who asked how does the Senate and Admin decide on expenditures for technology items; asked Bill (Pacheco) to confirm
	12. Bill Pacheco provided a brief synopsis of the process for requesting AV/IT troubleshooting, integration, and refreshes.
		1. Troubleshooting – contact ICS for computer and AV for sound/video issues.
		2. Contact your department Dean for refresh and/or integration requests.
		3. Naja thanked Bill for his response.
	13. Laura Murphy stated that Bill Pacheco’s description of the process is why the AS has concerns, because the process is – in some cases – completely dependent on the deans/admins, which is not equitable or fair.
11. Brown Act Issues Update (Sean) 10 minutes
	1. Are the Brown Act provisions for meetings being extended beyond September 30th
	2. Face to face meetings vs Zoom w/ posting of addresses
		1. Sean Young stated that, if Brown Act provisions do not get extended for Zoom meetings, we will need to meet face to face or will have to post the names, addresses, and phone numbers where someone can access your personal Zoom cameras to join the meeting; we are awaiting confirmation on whether the Brown Act will be extended.
		2. Tanya Hertz asked if there’s anything we can do to help extend the provisions. Sean Young did not have the answer. Suggested you may want to talk to Laura, Jim, or even email the Board of Trustees directly; we have not heard anything back from DGC yet.
12. Classified Senate Committees – Action Item on Classified Representation Committee (Sean) 20 minutes
	1. Sean Young stated that there was “one item that we actually really have to focus on today; “primarily” the objective was to sunlight these committees; he opened and displayed a document titled “Classified Senate Committees”; Sean Young scrolled past the first page titled “Professional Development” to a page titled, “Classified Professionals Representation Committee” saying we “absolutely have to take action on” this item that day; pulling up the “Classified Senate Committees” page (out of order in the document, which also included discussion of the Equity Committee on a later page), Sean Young provided two minutes to read the page, scrolled to the bottom and asked for questions, comments or concerns.
	2. Tanya Hertz asked to clarify if we are putting power back into the committees and if people have the choice to be on committees.
	3. Sean Young confirmed that people have a choice to be on committees and will not be forced to serve, but that AS rules are totally different.
	4. Sean Young called on Clarissa Padilla, who asked if this meant that interested members may submit their interest in a committee to the committee.
	5. Sean Young confirmed that Clarissa Padilla’s understanding was correct; Sean Young also stated that it’s important to remember that many of the appointments will remain the same; these appointments will apply to overlap in new term limit system.
	6. Sean Young asked for a motion to approve the Classified Professionals Representation Committee; Per Sean Young, being a bylaws change, this vote required two-thirds approval.
	7. Sam Shooshtary moved to approve.
	8. Arnice Neff asked what is the process for getting Supervisor permission and getting reappointed to a committee that does align with a person’s schedule.
	9. Sean Young stated that participation is dictated by the CBA; voluntarily participation is still required.
	10. Arnice Neff seconded motion approve
	11. Motion approved by vote – 16 “yes” votes, 0 “no” votes, 0 abstentions
	12. Sean Young stated that “we have a couple other ones here in the mix”; scrolled back to page titled, “Professional Development Committee,”
	13. Sean Young acknowledged that Bill Pacheco had his hand raised and called on him to speak.
	14. Bill Pacheco noted, since we had the “Classified Professionals Representation Committee” business out of the way and were moving on to other Classified Senate committee discussion, he stated that he had a letter from Judy Patacsil (Faculty Equity Coordinator and Co-Chair of the IDEA committee) regarding the Classified Senate Equity Subcommittee; Judy Patascil asked Bill Pacheco to share the letter – showing her support of the Classified Senate Equity Subcommittee – with the Classified body (she was unable to attend the meeting personally due to a schedule conflict with another meeting); Bill Pacheco asked if he could share his screen to show the Classified Senate the letter from Judy Patacsil.
	15. Sean Young replied, “If you would like to share a letter, that will come at the end of the meeting.”
	16. Bill Pacheco asked, “aren’t we discussing the Equity Committee at this point?”
	17. Sean Young asked “Well is that the committee you are looking at right now on the screen?”
	18. Bill Pacheco replied, “Um, no, but is there a reason why we’re putting Equity last?” [Sean Young had scrolled back in the document to the “Professional Development Committee Page” - the Equity Committee was up for discussion under the same document in the same topic;
	19. Sean Young replied, “Bill, I’m trying to get through this. Ok? Thank you.”
	20. Bill Pacheco replied, “That wasn’t an answer.”
	21. Sean Young replied, “That is an answer. I’m trying to get through this.”
	22. Bill Pacheco replied that, since the CS voted to approve the Classified Equity Committee so long ago and it’s been put on the back burner, and because Judy Patacsil was kind enough to write a letter showing her support of the Equity Committee, as a courtesy to the Equity Coordinator’s office and to Judy that we discuss the Equity Committee at that time; Bill Pacheco stated that if Sean Young wanted to delay advancing the Classified Equity Committee even further, then that was Sean’s Choice, but that he believed the Classified body was ready to move forward on the issue.
	23. Sean Young replied “and I’m ready to move on the rest of the Committees so please stop talking out of turn. Thank you.” Sean Young then moved on to discussing the Professional Development Committee. At 52 minutes and 34 seconds into the meeting, Sean Young said he was going to give two minutes for spectators to view the document before scrolling down. At 53 minutes and nine seconds into the meeting, Sean Young asked if there were any questions, comments, or concerns about the language – none were raised; At 53 minutes 25 seconds into the meeting, Sean Young scrolled down and asked for questions comments or concerns.
	24. Sean Young Acknowledged that Najah Abdelkader had her hand raised, but stated that because “we are running short on time” he would like to address Classified first – saying further, “If I can get to you I will.”
	25. Sean Young then called on Bill Pacheco, stating, “Bill, you are the only person with your hand up.”
	26. Bill Pacheco replied, “Correct, other than Naja;” Bill Pacheco then noted that whereas the Campus recently established Strategic Goal 5 where anti-racism and Equity have been put at the forefront, and whereas Equity is supposed to be integrated at every aspect of Campus planning and discussion and not just at the end, the CS cannot adequately adhere to Strategic Goal 5 or properly implement other aspects of planning until we establish an Equity Committee (so that we can view the Professional Development and other committees through an equity lens); accordingly, Bill Pacheco encouraged the CS to revisit making the Equity Committee the topic of discussion.
	27. Sean Young asked for any other questions, comments, or concerns.
	28. Sam Shooshtary commented that Naja Abdelkader had a question.
	29. Sean Young replied that he wanted to get through the agenda as Classified because “we’re running out of time.” He promised he would get to her or they could talk offline.
	30. Sean Young called on Clarissa Padilla, who recommended that – in the interest of time – the CS vote on all the proposed committees at once;
	31. Sean Young replied that we can and continued to scroll through the “Classified Senate Committees” document to the page titled “Scholarship Committees.”
		1. Sean Young stated that a Classified Senate Scholarship had been set up and will go into effect in the Spring; screeners will be needed, which is what the committee is for; asked for questions comments or concerns before moving on to “the last committee.”
	32. Sean Young scrolled to the page titled “Equity Committee” and stated, “the last committee”; noted that with the exception of the Scholarship Committees, the other Committees that you see are standing; at 57 minutes and 34 seconds into the meeting, Sean Young stated “Go ahead and take a look,”
	33. Sam Shooshtary asked to make a motion to extend time for another half hour.
	34. Sean Young replied, “Yes you can, if you feel we’re going to need that long.”
	35. Sam Shooshtary stated that he didn’t think the CS would need that long, but wanted to motion for more time to continue.
	36. Jill Griggs seconded motion.
	37. Motion approved by vote – 15 “yes” votes; Sean Young stated there was no need for “no’s” or abstentions
	38. Sean Young called on Clarissa Padilla, who said her hand was left up from before.
	39. Laura Murphy posted the following question in the Chat, “How does this committee interact with the IDEA committee? I just want to be sure there aren’t competing committees that have no connection with governance.”
	40. Sean Young then acknowledged that Laura [Murphy – faculty member] posted a question in the chat which he read aloud; Sean Young commented that it was a “fair question.”
	41. Sam Shooshtary posted in the chat, “Bill can you answer Laura’s question?”
	42. Bill Pacheco replied by chat, “This committee operates through the Classified lens, giving a voice and direction on Classified matters. Judy, Co-Chair of IDEA, has reviewed this description and supports the committee.”
	43. Sean Young asked for any other questions or comments other than from Naja Abdelkader – none were offered.
	44. Sean Young called on Naja Abdelkader, who asked if there were guidelines for establishing, rationalizing, explaining, or proving whether an activity was worth while or “edifying for the body” at Miramar.
	45. Sean Young replied that those questions get “fleshed out” in the Professional Development paperwork and through that process; he did not know what other campuses use to justify or fulfill a need, but that the District has a rough standard that everybody has to follow; he advised she review the paperwork and offered to review with her offline.
	46. Lisa Brewster typed in the chat that she had to leave due to an appointment. Lisa stated she was attaching a flyer on the upcoming GPS events and hoped to get on the agenda next month.
	47. Tanya Hertz posted in the chat stating she had to leave and asked if she could submit an affirmative vote.
	48. Sean Young replied to Tanya saying “no” because she was a faculty member and her vote would not count; asked for questions, comments or concerns before taking a vote.
	49. Sam Shooshtary moved to approve all committees presented.
	50. Damaris seconded.
	51. Motion approved by vote – 16 “yes” votes, 0 “no” votes, 0 abstentions. All committees approved as written.
13. Guided Pathways Update – (Lisa Brewster) 5 Minutes
	1. Lisa Brewster had to leave before she had the opportunity to speak. The file she uploaded did not get loaded properly in Zoom and was not viewable.
	2. Sean Young entertained a motion tot table Guided Pathways Update.
	3. Jill Griggs moved to table.
	4. Cheyanna Morence seconded
	5. Motion approved by vote – 13 “yes” votes, 0 “no” votes, 0 abstentions
14. **Old Business:**
15. None.

1. **Announcements:**
2. Sept. 21st Classified Senate Meeting will be dedicated to discussion with the Facilities Master Planning team Steinberg Hart. Meeting will start promptly at 11:00 am -12:30 pm and is open to all who wish to attend – discussing plans for next 15 years.
	1. Sean Young encouraged all to attend and take opportunity to interface with master planners
	2. Includes buildings, office spaces, needs.
3. **Round Table**
	1. Sean Young called on Bill Pacheco, referring to him as “Mr. Bill” regarding his discussion. Sean Young again referred to Bill Pacheco as “Mr. Bill,” stating, “Mr. Bill, you have a letter to read.”
	2. Bill Pacheco responded, “correct,” and noted that the topic of the letter was in direct reference to the subject matter the CS had just voted on, specifically the Equity Committee; Bill Pacheco displayed the letter on screen and read the letter (dated September 8, 2021) from Judy Patacsil into the record, which stated as follows:

	“Dear Classified Senate,

	This is sent to give feedback on your proposal for a Classified Senate Equity Committee. I applaud the Classified Senate for the establishment of this committee. In addition, I believe the focus on the committee to help the campus community by taking a level of responsibility for developing and promoting activities, initiatives, and programs that support the Equity Definition and related equity and anti-racist efforts through a classified lens, will give an elevated voice to your constituent group.

	I appreciate and support your efforts. The Classified Senate members played an important role and provided input for our Miramar College Equity Definition, as well as our Strategic Goal #5. I’ve included both the definition and strategic goal below. I welcome the Classified Senate’s participation, input, and future collaborative efforts to work together with our Leading for Equity, Antiracism, & Diversity (LEAD) Office.

	[Equity Definition and Strategic Goal #5 shown on screen but not read into record]

	If I can provide any additional input or answer any questions, please let me know. I thank you for your active participation at Miramar College to collaborate and ensure that we meet our goals, especially in relation to diversity, equity, and inclusion.

	Sincerely,
	Dr. Judy Patacsil
	Equity Coordinator
	LEAD Office.”
	3. Sean Young replied, “Ok. Great letter. Appreciate that coming through,” then asked for any other round table discussion items before adjourning the meeting – there were none.
4. 12:11pm, the meeting was adjourned.

**Adjournment:**

**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
1. Additional items will be addressed contingent upon time. [↑](#footnote-ref-1)