

College Council Meeting Minutes

San Diego Miramar College

12/14/21 • [Zoom](#) • 1:00 pm – 3:00 pm

Members: Wesley Lundburg (proxy: Adrian Gonzales), Laura Murphy (proxy: Pablo Martin), Brett Bell, Adrian Gonzales, Michael Odu, Pablo Martin, Sean Young, Val Sacro, Sam Shooshtary (no proxy), Dan Igou, Edward Borek, Mandie Hankinson (no proxy), and Emily Smith (no proxy)

Alternates: Daniel Miramontez, Kurt Hill, Jorge Morales (not present)

Vacancies: Administrators: None; Classified Senate: None; Academic Senate: Alternate; ASG: None

Guests: Mara Palma-Sanft, Cheryl Barnard, Linda Woods

- A. Call to Order** – The meeting came to order at 1:04 pm.
- B. Approval of Agenda and Minutes** – **Young** made a motion to approve the December 14th meeting agenda. Seconded by **Borek**. 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 October 26th meeting minutes as presented. Seconded by **Igou**. 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 November 9th meeting minutes as presented. Seconded by **Borek**. There was no discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
- C. Public Comment** – There were no public comments.
- D. Committee Reports/Other (2-3 minutes)**
- **President’s Report** – **Gonzales** reported that Miramar’s campus presentation to the Board of Trustees has been moved from February 10th to March 10th. He noted that typically this presentation has been in early February but as it is close to the start of the semester, he prefers the March date and will continue that moving forward.
 - **AS Report** – **Martin** asked **Igou** if he would summarize the Faculty Hiring Prioritization process. **Igou** reminded everyone that the committee modified the process at President Lundburg’s request to combine replacements and new hires into one single, prioritized list. The committee updated the spreadsheet for the quantitative data that is used to try and capture more. The process is half quantitative and half qualitative based on a ranking by members of the committee. This is the [list](#) the committee has put forward, which has reviewed, discussed, and approved by the Academic Senate. It is now here for President Lundburg’s approval. **Lundburg** formally accepted the list as is and approved it as the current prioritized hiring list for faculty positions. **Martin** continued to report that the AS body has submitted a formal request for a COVID-19 flow chart that students and employees could follow and have in order to mitigate some of the concerns. There was discussion about having something on it pertaining to masks as well i.e. who needs to wear them and where. He continued that there was a first read of the Collegewide Program Review and Outcomes Assessment Plan, which faculty have been asked to take back to their departments for feedback. **Gonzales** added that there is a meeting tomorrow to go over the college’s plan for spring and tour the campus with intent to strengthen signage. **Young** asked to join that meeting. **Palma-Sanft** asked if the new mandates will be taken into consideration. **Gonzales** confirmed.
 - **CS Report** – There was no report.
 - **ASG Report** – **Borek** reported that ASG’s final meeting of the semester was on Friday and students are excited for the break. The students are planning a welcome back even on Tuesday, January 25th. ASG will resume meeting on Friday, February 4th. Lastly, he *shared* in-house elections are open. There are 7 open seats. Information packets are available online.
 - **Other** – There were no other reports.

E. Old Business:

#	Item	Initiator
1	Accreditation (Standing item) – Palma-Sanft reported that the accreditation tri-chair teams have been attending follow up training, 1-2 groups are left and all will be completed by Friday, December 17 th . A milestone grid has been shared today as a template for work in the spring. Miramontez added that he has	<i>Miramontez/ Palma-Sanft</i>

	met with the other colleges and district to review the timeline that the colleges have fleshed out and delineate responsibilities. He will share the final product in the spring.	
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F. New Business:

#	Item	Initiator
1	ACTION: Change Request to Governance Handbook-Brown Act Key Points (attachments) – Kunst explained by approving the Brown Act key points, we would be choosing which parts of the Brown Act we want to follow. These would be included on page 9 of the current handbook and allow participatory governance committees to choose their meeting modality for the spring and still be compliant with the handbook. She asked if the constituencies had an update. Young shared that this passed at the Classified Senate. Martin confirmed the Academic Senate has also voted to pass it. Borek confirmed ASG has passed it as well. Young made a motion to approve the change request. Seconded by Borek . There was no further discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u>	Lundburg/ Murphy/ Young/Borek
2	ACTION: College Council Meeting Modality for Spring – Gonzales explained now the change request for the Brown Act key points is approved, College Council can decide their meeting modality for the spring. The options include Zoom, hybrid, or in-person. Martin suggested that every other meeting be in-person. Bell stated we have been encouraging in-person but those that can't, can zoom in on a case by case basis. Martin suggested that we meet by person and have a call-in option as needed. There was some further discussion. Gonzales recommended we have in-person meetings and look at the technology available for a call-in option. Young made a motion to meet live in the spring. Seconded by Odu . There were 10 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u>	Lundburg/ Murphy
3	ACTION: College Council Draft Meeting Schedule Spring 2022 (attachment) – The draft meeting schedule was reviewed. Martin made a motion to approve the meeting schedule for spring 2022. Seconded by Young . Bell made an amendment to extend time to 3:00 pm for a Facilities Master Plan Presentation on February 22 nd . Martin accepted the amendment, as did Young . There was no further discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u>	Lundburg/ Murphy
4	Mission Statement Review Alignment Cycle (attachment) – Miramontez shared the PRIEC recommendation to review the mission statement cycle, which is the beginning point of all our planning. The document was reviewed and is moving through the constituencies. He reported that the managers have approved and asked if there was an update from the other groups. Borek stated that ASG has not but he will put it on the agenda in the spring. Young shared that Classified Senate had a first read. Martin shared that Academic Senate has also had a first read. Miramontez will bring this item back for action in the spring.	Miramontez
5	2021-2024 Program Review & Outcomes Assessment Draft Plan (attachment) – Miramontez shared the Program Review and Outcomes Assessment draft plan, which was prepared by Patti Manley. He thanked her for her work on this and noted this is the first time this plan has been vetted. He pointed out, not only is the plan consolidated but it focuses on strategic goals and emphasizes quality. He asked for a status report from the constituencies. Martin shared that Academic Senate has had a first read and is excited about the intentional effort and process. Faculty will be taking aback to their departments and it will come back to the senate for a 2 nd read. Managers have approved. Young reported that it went to the last Classified Senate meeting and there has been no feedback. Miramontez will bring this item back in early February for approval.	Miramontez
6	Student Centered Integrated Planning (attachment) –As Lundburg and Murphy are absent, Miramontez recommended this item be tabled to the first meeting in the spring. There were no objections.	Miramontez
7	Content Management Workgroup Report (attachment) – Hill encouraged everyone to share any feedback and thanked everyone who participated. He shared the report and continued that the first meeting was spent going over the charge of the workgroup, which was formed in early November. He intends to present the report at each of the constituencies but wants feedback from leadership to ensure the workgroup is heading in the right direction. There was some discussion. Gonzales concluded that the report will be sent to the constituencies, input will be solicited, and it will be brought back for action in February.	Hill
8	Facilities Master Plan Update – Bell introduced the consultants from Steinburg-Hart. Steinburg-Hart presented a progress report and update, which provided a high-level overview of the data used, planning concepts, recommendations and next steps. Bell noted it is important that this update and the concepts are communicated back to each constituency. To watch the presentation, click on the link to the recording. Presentation starts 1:10:48 and ends 1:48:44.	Bell

- G. **Announcements – Borek** announced, on a personal note, that he has contributed to a book called “Alphabet of Hope” that comes out January 1st. The title of his piece is “To Find Community.”
- H. **Adjourn** – The meeting adjourned at 2:55 pm.
- I. **Next Scheduled Meeting:** *Tuesday, February 8th, 2022 from 1:00 pm – 2:30 pm via Zoom*

Link to recording: https://cccconfer.zoom.us/rec/share/HwMr9FdnoRr5scP9rSKcpLuhpp5pySZZjPaA0Hy-7uxTH-cUuZL_GdPzrxrF6ZgR.lUqkCsWuiap_Q6s7