**SAN DIEGO MIRAMAR COLLEGE**

**CLASSIFIED SENATE MEETING MINUTES**

**Tuesday, December 7, 2021 • Zoom • 11:00 a.m. - 12:00 p.m.**

**Members**: Sean Young, Val Sacro, Bill Pacheco, Arnice Neff, Sharilyn Wilson, Ryan Roper, Jeanette Moore, Jill Griggs, Lynne Campbell, Malia Kunst, Anna Liza, Manzo, Jill D La Cruz Nevarez, Rachel Halligan, Damaris Guarduno, Sara Griswold, Sam Shoostary

**Vacancies:** Senator Area B, Senator Area C, Senator Area D

**Guests:** VP Odu, Dean Miramontez, Patti Manley

1. **Call to Order** 
   1. Meeting called to order at 11:04am
2. **Approval of the Agenda**-
   1. [Agenda was not voted on]
3. **Approval of Previous Minutes**
   1. President/Secretary unable to pull up meeting minutes due to technical issues.
4. **Committee Reports/Other**
   1. None
5. **Additional Items:**
6. Ongoing dialogue: Equity[[1]](#footnote-1)
   1. No items for discussion.
7. **Old Business:**

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| **#** | **Item** |
| **1** | Vote to Hold remaining Senate meeting for 2021 via Zoom – Action Item (2 Mins.)   1. Vote    1. Motion to have remaining Senate meetings for 2021 on Zoom – Jill Griggs    2. Seconded – Sharilyn Wilson    3. Approved by vote – 12 “Yes”, 0 “No” votes” 0 abstentions |
| **2** | Vote for Meeting Modality for Spring 2022 – Action Item (2 Mins)   1. Vote 2. Motion to hold Spring 2022 CS meetings in the “hybrid” format – Arnice Neff 3. Seconded – Jill Griggs 4. Approved by vote – 11 “Yes”, 0 “No” votes” 0 abstentions 5. Val Sacro requested Sean send out e-mail detailing procedure for “hybrid” format. Sean agreed. |

1. **New Business:**

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| **1** | San Diego Miramar College Planning Cycle Alignment – Discussion Item (15 mins) (Dean Miramontez)   1. Previous Strategic Planning Cycle was Fall 2013 to Spring 2020; Current Strategic Planning Cycle Fall 2020- Spring 2027; next cycle Fall 2027 to Spring 2031. Educational Master Plan Cycle is also a 7-year cycle (currently Fall 2021- Spring 2028). Program Review are 3-year cycles (currently Fall 2021 – Spring 2024). Accreditation Cycle lands between Strategic Planning Cycle. Mission Statement Review Cycle 2. Miramontez says Mission statement should align with strategic planning cycle. There has been some misalignment with other cycles. It recommended that when we do a mid-cycle review for strategic planning, we do a cursory review of the Mission Statement. This is going to College council for approval. 3. No questions or comments from Classified Body. Sean will address at College Council. |
| **2** | 2021 – 2024 College wide Program Review & Outcomes Assessment Plan. – Discussion Item (15 mins.) (Patti Manley)   1. Goals    1. Goal 1 – Increase quality on outcomes and outcomes assessment.    2. Goal 2 – Improve the quality of Program Review Process.    3. Goal 3 – Increase support for faculty.    4. Goal 4 – Disaggregate Data – more based on student demographic data rather than just modality.    5. Goal 5 – Improve integration of Program Review and Outcome Assessment into the College wide planning.    6. Goal 6 – Improve connection between what a quality program review is and resource requests.    7. Goal 7 – Improve communication of Program Review and SLO/SOU assessment results to internal and external constituencies.    8. Goal 8 – Improve organizational college-wide support and resources for outcomes assessment. Includes Classified professionals. 2. Per Patti, the assessment plan has already been approved by the PRIE Committee. Per Laura Murphy, ASC under first review of document. 3. Asked if there has been any discussion of a standardization for permitted Classified involvement; per Patti, there is nothing standardized yet, but there are discussions about getting Classified professionals more involved. Dr. Odu stated that any Classified professionals who do not feel like their input is welcomed, to let him know. They should be part of the discussion. Damaris noted the importance of having a standardized level of involvement for all Classified. 4. Left as a discussion item |
| **3** | College Governance Handbook Change Request Process and Meeting Modality for Governance Committees – Action Item (15 mins.)   1. College Governance Change form Requested by Malia Kunst to “specify exactly which aspects of the Brown Act that participatory governance committees are expected to follow, including meeting modality options. This would exclude the Academic Senate, Associated Student Government, and the Classified Senate and any of their subcommittees.” 2. Presented document “Brown Act, Key Points – San Diego Miramar College.” Bill Pacheco asked which parts of the Brown Act were being omitted. Per Laura Murphy, what is being pulled out are the requirements for in-person, online, and hybrid that require specifically listing the locations of individuals. Per Dr. Odu, we are not “giving up” anything, and we are gaining the opportunity not to have our location identified as a public document – no e-mail or other information. 3. Vote    1. Motion to approve – Sam Shooshtary    2. Seconded – Sandra seconded    3. Approved by vote – 9 “Yes”, 1 “No” vote” 0 abstentions |

1. **Announcements:**

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| **1** | Sean Young - Tentative schedule for the Spring Semester (Dates) – February 1st, February 15th, March 1st, March 15th, April 5th, April 19th, May 3rd, May 17th . We can also meet in June if necessary. Cannot be voted on today as it was not mailed out in time. |
| **2** | Bill Pacheco – we have multiple sets of minutes to approve.  Motion to table minutes (out of time)  1. Motion to table – Bill Pacheco  2. Seconded – Val Sacro  3. Approved by vote – 12 “Yes”, 0 “No” votes” 0 abstentions |
| **3** | Dr Odu – Thank you to Classified for all they do. |
| **4** | Anna Liza Manza – SPA Unit wants to unionize. Per ALM, AFT has been resisting their unionizing. Asked for comments and feedback. AFT has been “blocking” attempts to unionize. No comments/feedback given. |
| **5** | Sean Young - Holiday luncheon this Friday in the cafeteria. |
| **6** | Sean Young - Spring Kickoff to be held in-person January 27,2022. Watch for invites. |

1. **Round Table**

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|  | None |

**Adjournment:**

* 1. Meeting Adjourned at 12:11pm.

**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)