**SAN** **DIEGO MIRAMAR COLLEGE**

 **CLASSIFIED SENATE EXEC**

**MEETING MINUTES**

**JULY 13, 2022**

**1:00 PM – 2:00 PM**

**MIRAMAR COLLEGE ROOM L-108**

**Officers and Senators**

Present: Kurt Hill, Arnice Neff, Jeanette Moore, Bill Pacheco

Absent: Sandra Marquez

Proxy: Sean Young

Guests: none

**Vacancies**

Treasurer, Senator-At-Large (2 vacancies)

1. **Call to Order**
	* 1:02 PM
2. **Approval of Agenda and Minutes**
* No prior minutes for approval
* No formal approval of agenda (attached)
1. **Additional Items/Comments Related to Agenda/Committee Reports:**
	* B Pacheco asked for meeting to be recorded as an accommodation to assist with production of minutes
	* K Hill objected to recording of meeting
	* J Moore offered to produce minutes in absence of meeting recording
	* Open discussion amongst attendees regarding the Brown Act and its relation to Classified Senate proceedings
		1. Recommended by A Neff and J Moore that with the reopening of campus and Miramar’s current hybrid workplace, that the Brown Act and how it relates to Classified Senate proceedings be reintroduced for discussion and vote at the August 2022 Classified Senate meeting
2. **Old Business:**

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| **#** |  |
| **1** | Open discussion amongst attendees on the proposed workflow for production of Classified Senate minutes, minutes template and agenda template (attached).Each attendee had the opportunity to ask questions, raise concerns and provide feedback.Discussed amending bylaws to clearly state which executive officer has accountability to produce meeting minutes.*(continued on page 2)*President confirmed that the workflow will be presented at the August 2022 Classified Senate meeting; but, will not be put forward for a full senate vote as it is a process followed by the Exec Senate and not a formal change to bylaws.Vote to accept Minutes Workflow, as presented: Yes – Hill, Neff, Moore, Young (as proxy for Marquez)No – B Pacheco |

1. **New Business**

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| **1** | A Neff reported that dues drive email was sent to Miramar Classified distribution list; hopeful that this campaign will be successful.B Pacheco reported that he did not recall seeing the email; He will check with VPI office to make sure his name is included on the Miramar Classified distribution list. |
| **2** | Sandra Marquez has agreed to be treasurer; there was interest from other classified staff to fill senator-at-large vacancies. |
| **3** | Proposed 2022/23 meeting calendar was discussed (attached) with background provided on why there are two meetings per month.Calendar dates August 2 & 16 were accepted by attendees and full calendar will be presented at August Classified Senate meeting. |
| **4** |  |

1. **Action Items**
	* Staffing of Classified Senate booth at Convocation
	* Prepare meeting minutes from previous administration
2. **Announcements and Open Comment**Further discussion of the Brown act and if it actually applied to Classified Senate was held. K Hill said he would request clarification from President Lundburg.
3. **Adjournment**

Meeting Adjourned at 2:00

1. **Next Scheduled Meeting**

**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

**ACCJC Accreditation Standards (Adopted June 2014)**

1. Mission, Academic Quality and Instructional Effectiveness, and Integrity.
2. Student Learning Programs and Support Services.
3. Resources
4. Leadership and Governance.