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

**CLASSIFIED SENATE**

**MEETING MINUTES**

**August 16, 2022**

**2:30 PM – 4:00 PM**

**MIRAMAR COLLEGE ROOM L-108**

**Officers and Senators**

Present: Kurt Hill, Arnice Neff, Ryan Roper, Lynne Campbell, Calvin Le, Sharilyn Wilson

Absent: Sandra Marquez, Jeanette Moore

Proxy: none

Guests: Malia Kunst, Elizabeth Whitsett

**Vacancies**

Secretary, Treasurer, Senator-At-Large (1 vacancy)

* **Call to Order**
  + 2:41 PM
* **Approval of Agenda and Minutes**
* Approval of past minutes has been postponed until the 9/6/22 meeting
* No comments or concerns regarding approval of agenda (attached)
* **Additional Items/Comments Related to Agenda/Committee Reports:** 
  + Arni Neff offered to produce minutes from today’s (8/16/22) meeting. Kurt gave extension until 8/23/22, to provide draft.
* **Old Business:**

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| **#** |  |
| **1** | All prior minutes have been posted to the Classified Senate website for all to review. Please send edits or feedback to Kurt Hill before the 9/6/22 meeting. Minutes will be discussed and voted on then. Minutes are posted with the committee meeting on the campus website. |

* **New Business**

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| **#** |  |
| **1** | The Minutes Procedure will remain as an informal process and will not be included in the bylaws. Per the procedure now, draft minutes should be produced within 3-5 business days and sent to Kurt Hill by the Secretary or designee. The process will be adjusted as needed. |
| **2** | Current vacancies: Treasurer, Secretary, #3 Senator-at-Large, Senator Area B, C, D, & I.  A special election will need to be held to fill the Treasurer and Secretary positions. For interest in filling Senator Area positions, reach out to Kurt Hill or Jeanette Moore.  Kurt Hill suggested that Classified Senate do a Bylaws review as well as review the areas that each senator position covers. Align based on functional roles versus geographical. |
| **3** | Donnie Tran shared the Academic Success Center hours of operation and services being offered for Fall 2022. See (attached) flyer. Both in-person and online services will be offered Monday-Friday in the ASC and Math Lab. It was discussed that part of the role of the Senate members is to ensure we are sharing this information back with our constituents |
| **4** | Nothing reported for Program Review & Outcomes Assessment (Standing Item). Tabled until next meeting. |
| **5** | Kurt went over the FY 21-22 P2 Apportionment Report SCFF Breakdown. Malia provided some clarifications on how the funding works and which factors contribute to the totals. Brett Bell and Daniel Miramontez will be invited to attend a later meeting to discuss the report in detail. The group hopes to get clarification on whether a student that completes one degree and returns again in the future to complete another degree will earn the College funds for the second degree conferred as well. |
| **6** | Sharilyn Wilson shared that the Equity Subcommittee is looking for new members to join. The subcommittee would like to encourage Classified to participate in the 22-25 Equity Plan process. Currently the Subcommittee is made up of Sharilyn Wilson, Jeanette Moore, Ryan Roper and Damaris Garduno. Reach out to any of them if you are interested in participating. All Equity Subcommittee meetings are open to everyone to attend. |

* **Action Items**
  + Invite Brett Bell & Daniel Miramontez to a meeting to discuss District SCFF Report (Kurt)
  + Share Fall 2022 ASC information (All)
  + Add to 9/6/22 Agenda**:** (Kurt)
    1. Classified Senate Annual Meeting Calendar
    2. Zoom Link
    3. Bylaws Review
    4. Special Election for Vacancies
* **Announcements and Open Comment**
* Dues Drive – Arni Neff reminded all to sign up in PeopleSoft or visit the table at Convocation in the L-105 Hallway to make a donation on site. Koozies will be distributed to all who donate that day. Prizewinners for largest 1-time donations will be announced by mid-September. The Dues Drive continues until 8/31/22.
* Convocation – Malia Kunst mentioned that President Lundberg has given permission for all offices to post closure so everyone can attend.
* **Adjournment**
* 3:31 PM

First – Lynne Campbell

Second – Ryan Roper

* **Next Scheduled Meeting**

9/6/22

1:00-2:30 PM

L-108/Zoom

**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.