

SAN DIEGO MIRAMAR COLLEGE CLASSIFIED SENATE MEETING MINUTES



DATE: Oct 4, 2022 TIME: 1:00PM – 2:30AM
LOCATION: L-108/Zoom

Members

Kurt Hill, Jeanette Moore, Sandra Marquez (absent), Arnice Neff, Lynne Campbell, Jill Dela Cruz (absent), Calvin Le, Ryan Roper, Jill Griggs, Adam Vincej

Guests

Nessa Julian, Xi Zhang, Malia Kunst, Damaris Garduno, (there was one more, don't know her name)

Vacancies

Treasurer, Senator-at-large, Senators B-E, I

A. **Call to Order** – The meeting was called to order at 1:05PM.

B. **Approval of Agenda and Minutes** – Guest agenda items were moved to top of agenda after reports.
Agenda approved by Consensus

C. **Additional Items/Comments Related to Agenda** – None. *Recommendation to put “For Action” before items so everyone knows when a vote is required.

D. **Old Business:**

#	Item	Initiator
1	Go2Knowledge Absent S. Marques and C. Barnard, no report	Elections Committee

Action Items

- Send out Election Ballots.

E. **New Business:**

#	Item	Initiator
1	Exec Body Report	K. Hill
2	Senator Reports Roper – Reported on Remote Work, staff he spoke with that had remote work felt it was working fine, no issues reported Vincej – No report. Campbell – No report. Griggs – No Report C. Le – No report. Hill reiterated the importance of the Senators seeking some input from their areas. This input is important for the Senate President to effectively share the Classified voice with the President and Chancellor	Senators
3	Equity Subcommittee Report – No report	S. Wilson

4	Student Equity Plan 1st Read: Julian shared the Student Equity plan for a first read.	C. Barnard/ S. Marquez
5	Strategic Plan Assessment Scorecard 2.0 Zhang review the SPA Scorecard. Hill asked all to review the document. It will come back to the next meeting for approval if there is no feedback.	K. Hill
6	Bylaws Review Hill shared that the bylaws review committee had met, and some broad topics that were being discussed were: Eliminating specific senator definitions (e.g., Senator A represents a specific building) from the bylaws, and allowing the “districting” of senators to occur via a workgroup and ensuring that there was a way to appoint vacant positions. He also shared that the equity subcommittee would be asked to review the changes.	K. Hill
7	Remote Work Policy Hill said he felt the current process & policies were “cookie-cutter” and did not recognize that positions are different and job duties are different. He gave the example of the web developer as a position that was suitable for up to fully-remote work. Campbell commented that not all positions are suitable for remote, giving facilities as an example. Hill suggested that even though most facilities work is not suitable for remote, perhaps certain tasks such as training (Hazmat, Keenan, etc.) could be scheduled in such a way, along with other paperwork tasks to enable occasional remote work. Moore brought up that if remote workers are not actually working – meaning answering the phone, responding to emails, etc., it creates a bottleneck that prevents other people from completing their work. Hill agreed this was a good point, but said she felt this is a management issue. Remote workers need to be responding to calls/emails etc. or they should not be working remote. This transpired into a discussion about classified workload, management support, and relationship cultivation. Everyone recognized that we are understaff. Hill asked the body if there is interest in providing input on the Classified Hiring Prioritized List. All were in agreement that classified should have the opportunity to provide feedback and input on this list.	K. Hill
8	Performance Evaluations There was no new information from the senator as to the specifics of third parties in a performance evaluation, but Hill suggested there may be some scenarios where it may be appropriate (e.g., upper-level managers sitting in), and others where it is not (e.g., peers or faculty sitting in). The employee handbook would be a source of guidance, and the union rep. should also be consulted. Garduno stated that it would be good to know who the AFT reps were on our campus. Griggs stated that Kevin Petti is the AFT rep. for faculty. There is also someone named Kelly, for adjunct (last name not known). Danielle Short would also be a AFT resource as she is former classified.	K. Hill
9	Vacancies/Elections Nomination ballot was sent out. Elections committee will send out elections ballot.	C. Le

Action Items

- Equity Plan 2nd reading and vote at next meeting
- SPA Scorecard 2nd reading and vote at next meeting

F. Announcements and Open Comment – Kunst announced that the Classified Awards Ceremony is scheduled for Wednesday, May 31, 2022 from 10:30 am – 12:00 pm in L-105. The plan is to have the year-end event immediately after.

G. Adjournment – The meeting adjourned at 3:00 pm.

H. Next Scheduled Meeting – October 18, 1:00 – 2:30 Room L-108

