

**College Council Meeting Minutes**  
**San Diego Miramar College**  
12/13/22 • L-108/[Zoom](#) • 1:00 pm – 2:30 pm

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**Members:** Wesley Lundburg (co-chair), Kurt Hill (co-chair), Brett Bell, Adrian Gonzales (1:08 pm), Michael Odu, Pablo Martin, Carmen Carrasquillo Jay (1:18 pm), Kevin Petti, Jeanette Moore, Sam Shoostary (proxy), Allen Kuo (no proxy), Cade Miller, and Hannah Nguyen

**Alternates:** Daniel Miramontez

**Guests:**

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

**Actions Items:**

**E3:** Kunst will add 10 minutes so that Hill can show some of the updates to the website.

**F1:** Approved the GP, Technology, IDEA and Martin's change requests unanimously. The SEEM change request was provisionally approved pending no further input from the Academic Senate. Kunst will ensure the chairs are notified and the handbook is updated accordingly.

**F2:** consensus to assign topic to the handbook review committee in the spring.

**F3:** Approved spring meeting schedule. Kunst will finalize and send out.

**F4:** On-campus Board of Trustees meeting is scheduled for Thursday, March 2<sup>nd</sup>. The workgroup has a draft agenda/outline put together. Theme is "Building Community through a Strong Foundation." We are meeting this week. Kunst will confirm meeting modality with the Board office.

**F6:** Approved the SPAS 2.0, eliminating the note and changing "please see note below" to "data is forthcoming."

- A. Call to Order** – The meeting was called to order at 1:05 pm.
- B. Approval of Agenda and Minutes** – Odu made a motion to approve the 12/13/22 meeting agenda. Seconded by Nguyen. There was no discussion. There were 9 yay votes, 0 nay votes, and 0 abstentions. The motion carried. Martin made a motion to approve the 11/8/22 meeting minutes. Seconded by Petti. There was no discussion. There were 9 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
- C. Public Comment** – There was no public comment.
- D. Committee Reports/Other (2-3 minutes)**
  - **President's Report - Safety** – reference VC Smith's email. Uptick in COVID, RSV, and flu. Encouraged everyone to be safe. This does not change the policies for the District. Mask mandate ends 12/19. Remote work – not changing what we are doing at Miramar. We are still assessing. Current requests end 12/31. All hands on deck 1/3 – 2/13. New requests can be submitted for spring, which will start 2/14 – 5/31. **Lundburg/Bell** will work on gathering information/data on remote work requests (number of requests submitted, approved, denied, etc.). It was noted this information will be difficult to gather because the technical process in Jura is clunky. Administrative Services Re-org – was going to the Board in December, however, Chancellor's Cabinet felt it would be better to push to January and allow to time for further review and to put a presentation together for the Board.
  - **AS Report - Meeting Modality** – 2 options, starting in March, traditional Brown Act, using an owl or can use AB 7405 (not sure if this number is right), which is outdated and requires 51% in-person quorum, only allows to miss two meetings. Meeting via zoom through February under AB 361. Resolutions – Voted on districtwide resolution to audit IT in classrooms and faculty offices, which will go to the Board. Approved auto-enrollment resolution. Approved to support letter of concerns for Admin. Services Re-org. AS Scholarships – Approved new way for scholarships. There is a new one focused on resiliency. Students will be able to apply for all three. Other – Program viability process to be initiated for Fire Science Bachelor's degree. Special meeting today at 4:30 pm for SEEM change request. **Lundburg** is working on a response to the letter of concerns regarding the admin. Services re-org.
  - **CS Report** - No report.
  - **ASG Report** - Senator Elections taking place second week after break. VP and Treasurer resigned so also holding elections for those positions.
  - **Other** - Hill shared that there are 1,000 new computers coming in January. Will start by replacing computers in M building but the roll out will take time.

**E. Old Business:**

#	Item	Initiator
1	<i>Equity, Justice, Inclusion, and our role in moving things forward (standing item)</i> – <b>Julian</b> shared that the LEAD Office is looking at grant opportunities for Employment and Culturally Responsive Pedagogy. They are also looking at the results from the community of practice for Black students and tying to the equity plan.	<i>Lundburg/ Julian</i>
2	<i>Accreditation (Standing item)</i> – <b>Miramontez</b> reviewed the parameters for the Quality Focused Essay (QFE), which is a part of our ISER. The QFE provides a framework and we will have to report on this. The essay should be realistic, workable and, consistent with our findings (grounded in ISER analysis), and not to exceed four thousand words (see page 19-20). A team will review and evaluate our ISER, not the Commission. We can put ourselves out there and be innovative. We will focus on two projects (six total) 1) on-boarding (i.e., institutionalizing Jets Jump Start) and 2) strategic enrollment management (i.e., light the fire courses). This will stem from the ISER, specifically standard 1B. Reporting and Innovation. <b>Palma-Sanft</b> added that we have many wonderful projects but this is just what we are highlighting. This will act as a model. Miramontez and Palma-Sanft offered to provide update(s) to Academic Senate after the break.	<i>Miramontez/ Palma-Sanft</i>
3	<i>Website Content Management (Standing Item)</i> – <b>Hill</b> asked for 10 minutes at the next meeting, so he can show the updates. His area is working on vocabular, which will help with search functionality. All counseling page has been rehailed and we can apply as a model across the pages. There has been a change in approval process for access and will be an annual/bi-annual process to update.	<i>Hill</i>
4	<i>Grants &amp; Initiatives Subcommittee</i> – <b>Bell</b> shared that the committee is rolling out initiatives process in spring along with COVID 19 Recovery Block Grant, which will be open to all. Committee has recognized need for a grant focused process.	<i>Bell</i>

**F. New Business:**

#	Item	Initiator
1	<i>College Governance Handbook Change Requests (attachment)</i> – <b>Martin</b> made a motion to approve the Guided Pathways change. <b>Odu</b> seconded. There was no discussion. There were 11 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u> <b>Martin</b> made a motion to approve the Technology Committee change. <b>Gonzales</b> seconded. There was no discussion. There were 11 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u> <b>Carrasquillo Jay</b> made a motion to approve <b>Martin's</b> change. <b>Odu</b> seconded. <b>Gonzales</b> made a friendly amendment to clarify who change applies to (each constituency). <b>Carrasquillo Jay</b> and <b>Odu</b> accepted the amendment. There were no objections. There were 11 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u> <b>Martin</b> made a motion to approve IDEA Committee change. <b>Petti</b> seconded. There was no discussion. There were 11 yay votes, 0 nay votes, and 1 abstention. <u>The motion carried.</u>	<i>Lundburg/Hill/ Martin/Kuo</i>
2	<i>Aligning Committee Calendars</i> – All agree to assign this to College Governance Handbook Review workgroup for consideration in their work this spring.	<i>Hill/Kunst</i>
3	<i>College Council Spring Meeting Schedule</i> – <b>Petti</b> made a motion to approve the spring meeting schedule. <b>Bell</b> seconded. There was no discussion. There were 11 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u>	<i>Kunst</i>
4	<i>Board of Trustees Presentation Update</i> – <b>Kunst</b> shared that <b>Miramar's</b> presentation to the Board of Trustees is scheduled for <u>Thursday, March 2<sup>nd</sup>, 2023</u> . The theme is "Building Community through a Strong Foundation." The group will be meeting this week. <b>Kunst</b> will confirm meeting modality with the Board office.	<i>Kunst/Martin/ Hill/Barnard/ Kunst</i>
5	<i>3<sup>rd</sup> Party Law Enforcement Training on Campus</i> – <b>Bell</b> shared that there will be training on campus, off hours, at a remote location. We are continuing this relationship. <b>Petti</b> asked if there was revenue involved. <b>Bell</b> responded no. <b>Martin</b> shared that there was an issue at City College and felt it was something to be aware of. <b>Lundburg</b> emphasized that he has close communication and understanding with Chief Ramos and VC Peterson.	<i>Bell</i>
6	<i>Strategic Plan Assessment Scorecard (SPAs) 2.0 (attachment)</i> – <b>Miramontez</b> shared the faculty input regarding the note at the bottom. He also shared management's feedback. He reviewed the collegewide priorities (#1 and #6); lowercase vs. upper case. <b>Carrasquillo Jay</b> made a motion to remove the note. <b>Odu</b> seconded. <b>Bell</b> for clarity, recommend keeping first sentence of note. This is a unique situation where we have no data. <b>Odu</b> suggested changing "Please see note below" to "Data forthcoming." The amendment was accepted and there was no further discussion. There were 11 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u>	<i>Miramontez</i>

**G. Action Items:** Please see above.

**H. Announcements**

- **Gonzales** congratulated Laura Pecenco on being appointed the lead for the Rising Scholars Grant.
  - **Kunst** shared that Spring Kickoff is scheduled on Wednesday, January 18<sup>th</sup> from 11:30 am – 2:30 pm in L-105.
  - **Carrasquillo Jay** announced that the ConC has their last meeting today. There is a new form for faculty appointments. Faculty appointments for governance committees will occur in spring.
  - **Miramontez** shared that the annual Planning Summit will be Friday, March 17<sup>th</sup>. A save the date will be sent out soon.
- I. **Adjourn** – The meeting adjourned at 2:46 pm.

**Link to the recording:** <https://sdccd-edu.zoom.us/rec/share/YYyN-1F0lwtc1KCOFzkQT0GIPQPeWxc0qa0OMdW5Sw3lqtEwgRNSHc82EHpuCEX.b1BUtHy21sTz-qIO>