**SAN DIEGO MIRAMAR COLLEGE**  
 **CLASSIFIED SENATE MEETING MINUES**  
**DATE: March 21, 2023, 1:00PM – 2:30PM**  
**LOCATION: Zoom**

**Officers and Senators**

**Present:** K. Hill, J. Griggs, R. Roper, L. Campbel, A. Vincej, C. Platts, A. Neff, M. Kunst

**Absent:** S. Marquez

**Proxy:** S. Wilson via A. Neff

**Guests:** Daniel Miramontez

**Vacancies**

1. **Call to Order**
   * Meeting called to order at 1:04PM
2. **Approval of Agenda and Minutes**
   * Minutes of Feb. 7th, 2023 approved
   * Minutes of Mar. 7th, 2023 approved
3. **Additional Items/Comments Related to Agenda/Committee Reports:**
4. **Old Business:**

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| **#** |  |
| **1** | Equity Committee Update: No update |
| **2** | Bylaws Committee Update  Kunst will reach out to the Bylaws committee and work to set up a meeting to regroup. |
| **3** |  |

1. **New Business**

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| **1** | Exec Body Reports  Hill discussed need for Classified Senate to provide their voice so he could share more than his own personal observations based upon his experience. He also shared he will be asking for Senators to get comp. time for Senate work |
| **2** | Senator Reports Vincej reported that some staff are concerned about the lack of cash options in the cafeteria. It was shared that there is a cash option, but it is not obvious, however apparently this requires creating an account, which has led to people losing money, and having to go to 3rd parties for refunds. |
| **3** | Fun Committee Update  Neff shared that the “Miramar Mindset” shirts will be launched April 3rd. Kunst will re-send email to managers regarding the T-shirt fundraiser. Additionally, discussed branding certain days. E.g., 2nd of month week would have “Wellness Wednesday”, 3rd week “Thankful Thursday”, etc. An Instagram account for CSEN will be created for photos, etc. Save the Date: Classified Services Awards and Year-End Carnival is on Wednesday, May 31st from 10:30 am – 2:00 pm at Compass Point.  Kunst will share list of “fun” awards and a document that outlines the process. If anyone has award ideas, send them to the fun committee (Kunst, Neff, Marquez, Griggs, Campbell, Sampaga). |
| **4** | Classified Senate Meeting Calendar  Kunst will send poll to determine calendar for upcoming year |
| **5** | Draft ISER review  Dean Miramontez shared general information about the ISER, and how it was written, and that the tri-chair system (administrator, faculty, classified) for each standard ensured all viewpoints were included |
| **6** | Classified Employee of the Year Statewide and Campus Employee of the year  Hill shared that Kunst is the Classified Employee of the Year award nominee for the State Chancellor’s Office. |
| **7** | Classified Block Grant  Kunst shared that there is a 22-23 budget of $16,763 for Classified PD; $4,409 has been spent and there is a remaining balance of $12,353 (as of 03/20/23) for professional development via the PDC, though it was not clear if this amount was also the Classified Block Grant. She expressed concern that there is a narrative out there that there are no funds for non-supervisory classified employees.  Griggs suggested using the funds for a strength assessment. Hill will send campus-wide email about PD funds |
| **8** | Vacancy – Vice President  Senate agreed that the Exec Body could appoint a VP as the next election cycle is already near. |
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1. **Action Items**
   * Hill to discuss comp time for Senate
   * Kunst to schedule Bylaws Committee Review
   * Hill to discuss process to use cash in cafeteria; refunds via 3rd party
   * Kunst to email managers re: “mindset Monday”/shirts
   * Kunst to share “fun awards” document.
   * Kunst to send Poll for Senate Calendar
   * Hill to send campus wide email for funds.
2. **Announcements and Open Comment** 
   * Hill shared that the Classified Leadership Development Academy was being launched again.

1. **Adjournment**
   * Meeting adjourned at 2:24PM
2. **Next Scheduled Meeting**
   * April 4th, L-108, 1:00 – 2:30

**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.