

College Council Meeting Minutes
San Diego Miramar College
 5/23/23 • L-108/[Zoom](#) • 1:00 pm – 2:30 pm

Members: Wesley Lundburg (co-chair), Kurt Hill (co-chair), Brett Bell, Adrian Gonzales, Michael Odu, Pablo Martin, Carmen Carrasquillo Jay, Kevin Petti, Sam Shoostary, Allen Kuo, Cade Miller, and Namod Pallek

Alternates: Daniel Miramontez

Vacancies: Administrators: None; Classified Senate: Vice President and Alternate; Academic Senate: Alternate; ASG: Alternate

- A. **Call to Order** – The meeting was called to order at 1:02 pm.
- B. **Approval of Agenda and Minutes** – **Shoostary** made a motion to approve the 5-23-23 meeting agenda. Seconded by **Martin**. There was no discussion. The motion carried unanimously. **Martin** made a motion to approve the 4-25-23 meeting minutes. Seconded by **Carrasquillo Jay**. There was no discussion. The motion carried unanimously. **Carrasquillo Jay** made a motion to approve the 5-9-23 meeting minutes. Seconded by **Martin**. The motion carried unanimously.
- C. **Public Comment** – There was no public comment.
- D. **Committee Reports/Other (2-3 minutes)**
 - **President’s Report** – **Lundburg** reported that the COVID-19 Block Grant has been reduced; requests may be impacted. Holding spending until July 15th. This is a result of the state revenue shortfall. Flags – special flag for each month. First one will be in June, for Pride (June 1 – June 17). We will also have a flag for Juneteenth (June 18 – June 30). There is one pole on each campus; ours is in front of the Administration Building. There is a bachelorette degree manual that is nearing completion.
 - **AS Report** – **Martin** reported the A.S. has elected all but one position; Carmen is the VP, Josh Alley is the secretary, Monica Demcho is the Treasurer, Heather Paulson is a Senator At-Large, and Kevin Petti is Chair of Chairs. Curriculum TBD. Working on Adjunct At-Large. Block Grant – communicating everything back to/with faculty. Packaged program workgroup – full group, thank you classified senate. Starting 8/15 and will conclude by end of October. A.S. Appreciation Dinner is today at 5pm.
 - **CS Report** – **Hill** reported that elections done; Malia Kunst is the VP, Sandra Marquez is secretary, Lynne Campbell is Senator At-Large, and Elizabeth Whitsett is the Senator of Area B. Awards Ceremony and Year-End Carnival are on Wed. May 31st. Reach out to Kunst for your Miramar Mindset T-shirt.
 - **ASG Report** – **Kou** reported that Namod Pallek is the next/incoming ASG President.
 - **Other** – **Carrasquillo Jay** shared that PTK earned 5-start status! **Gonzales** shared that Guided Pathways annual report is due June 1st.

E. Old Business:

#	Item	Initiator
1	<i>Equity, Justice, Inclusion, and our role in moving things forward (standing item)</i> – Julian shared that we are hosting a event on June 20 th to celebrate Juneteenth. Rite of Passage went well. She is working with the district office regarding a campus climate survey and black student equity report from region. Contact from State Chancellor’s office re: SEAP. AAPI recognition event is on May 25. Confirming NASSSP Grant. AANPI amount has been reduced but going to Board for approval.	<i>Lundburg/ Julian</i>
2	<i>Accreditation (Standing item)</i> – Miramontez reported that the college signature page is done. ISER is going to the June 15 th Board meeting for approval and we are on track to submit by the August 1 st deadline. Our focused site visit will be in February 2024.	<i>Miramontez/ Palma-Sanft</i>
3	<i>Grants & Initiatives Subcommittee</i> – No report.	<i>Bell</i>
4	<i>Website Content Management (Standing Item)</i> – Hill gave a quick presentation regarding the academic and department webpages. He is also planning to work on the focus group template over the summer. He was excited about this as it should give us good information. Martin asked if this was decided. Bell responded that he didn’t think so, waiting on student input so we can make an informed recommendation. Martin asked about the Website Review Taskforce’s role. Kunst gathering specifics and providing to web services for review and implementation. Lundburg added that the taskforce can look at this topic too as there is lots of confusion.	<i>Hill</i>

	Martin suggested a standard/boiler plate template for each. Petti added that some chairs don't want them. Message is important. Students enroll in programs. Hill agreed that the taskforce can help with this. Carrasquillo Jay asked if the taskforce can make recommendations to College Council. Answer: yes. She wanted to make sure faculty are heard. She can identify a faculty lead to help. Martin asked if there was an action plan/timeline. Lundburg felt this should be up to the taskforce.	
5	Action: Adopt Theme for next year – Odu made a motion to approve “Cultivating a Campus of Care; making the invisible, visible” as next year’s theme. Seconded by Shoostary . <u>The motion carried unanimously.</u>	Lundburg
6	Action/Second Read: Spring 2023 Change requests – Odu made a motion to approve all governance handbook change requests. Seconded by Shoostary . There was no discussion. <u>The motion carried unanimously.</u> Kunst will notify the requestors, update the handbook, post to website, and send a notification to the DL. Committee chairs are responsible for updating their committee webpages. Attachment: CGH Change Request Summary – Spring 2023 Final	Kunst
7	Action/Second Read: College Council 23-24 Meeting Schedule – Shoostary made a motion to approve the 2023-2024 College Council meeting schedule. Seconded by Martin . There was no discussion. <u>The motion carried unanimously.</u> Attachment: Draft College Council 23-24 Schedule	Kunst

F. New Business:

#	Item	Initiator
1	Career Center Strategic Plan Presentation – Patel presented on the Career Center Strategic plan. Career services are being enhanced and they have a need for more space and will also be adding a work-based learning coordinator. This is a draft proposal and she welcomed feedback. Attachment: SDMC AS Career Services Slides	Patel
2	SCFF/Hold Harmless Presentation – Bell gave a brief presentation/overview of the Student-Centered Funding formula and hold harmless. Odu asked as a district, where will be in 25/26. Bell responded that based on current performance for 22/23. We are not achieving supplemental. Not making FTES targets. Need to focus on hitting FTES targets and Pell, promise, and AB 540 students. Julian added these underscore Guided Pathways and Student Equity work plans and is the meaning behind these plans. Lundburg added that we also have the marketing plan. Summer FTES is through the roof. Robust offering in these areas. Lots of upsides. Let’s stay on course. Martin added that the Strategic Enrollment Management plan does too.	Bell
4	Action: Election of co-chair for 2023-2024 – Kunst noted that it is the ASG President’s turn to serve as co-chair but they may pass. Namod Pallek was nominated and accepted the nomination. Odu made a motion to approve Namod Pallek as the 2023-2024 College Council Co-Chair. Seconded by Shoostary . There was no discussion. <u>The motion carried unanimously.</u>	Lundburg
5	Action: Endorsement of Participatory Governance Academy Outline – Shoostary made a motion to endorsed the Participatory Governance Academy Outline. Seconded by Odu . There was no discussion. The motion carried unanimously. Kunst will share the save the date this week. Lunch will be included. Attachment: PGA Outline, PGA Save the Date	Martin
6	Action: Approval of Miramar Annual Planning Calendar-Cycle 2023 – 2024 – Martin made a motion to approve the Miramar Annual Planning Calendar-Cycle for 2023-2024. Seconded by Shoostary . There was no discussion. <u>The motion carried unanimously.</u> Attachment: Annual Planning Calendar	Miramontez
7	Action: Quality Program Review Process – Manley presented on the Quality Program Review process. The objective was to infuse quality into this and make it more meaningful. She noted that ASG, the Classified Senate, and the Academic Senate have approved. Odu thanked Manley, Petti and all of the chairs for their work and collaboration. Gonzales asked what we are approving, exactly, for the record. Kunst will ensure there is a link/document included in the minutes. Martin made a motion to approve the Quality Program Review as presented in Nueventive. Seconded by Odu . There was no further discussion. <u>The motion carried unanimously.</u>	Miramontez/ Manley

G. Action Items: See above.

H. Announcements: There were no announcements.

I. Adjourn: The meeting adjourned at 2:32 pm.

J. Next Scheduled Meeting: Tuesday, August 29th from 1:00 pm – 2:30 pm in L-108/Zoom

Link to recording:

https://sdccd-edu.zoom.us/rec/share/Fs2-gfMgbEGgYYIsW-kAZNFVIF3dh7I9brw2LuJnzysx6xSAUsi6O9KpzZOIGF1.pTzM_4khhpcuvS2