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College Council Meeting Minutes

San Diego Miramar College

9/26/23 • L-108/[Zoom](#) • 1:00 pm – 2:30 pm

Members: Wesley Lundburg (co-chair), Namod Pallek (co-chair), Brett Bell, Adrian Gonzales, Michael Odu, Pablo Martin, Carmen Carrasquillo Jay (no proxy), Kevin Petti, Malia Kunst, Sam Shooshtary, Zachary Joseph (not present), Sindhu Narasimha

Alternates: Daniel Miramontez (present), Saigel Ghotra (present)

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

Guests: Cheryl Barnard, Linda Woods, Mara Palma-Sanft, Nessa Julian, Francine McCorkell, Lisa Cole-Jones

2023-2024 Theme: Cultivating a Community of Care: Making the invisible, visible.

- A. **Call to Order** – The meeting was called to order at 1:05 pm.
- B. **Approval of Agenda and Minutes – Shooshtary** made a motion to approve the 9-26-23 meeting agenda. Seconded by **Ghotra**. There was no discussion. The motion carried. **Gonzales** made a motion to approve the 8-29-23 and 9-12-23 meeting minutes. Seconded by **Narasimha**. There was no discussion. The Motion carried.
- C. **Public Comment** - There was no public comment.
- D. **Committee Reports/Other (2-3 minutes)**
 - **President's Report – Bell** (for Lundburg) reported that the Campus Allocation Model (CAM) is fully pointing toward FTES as the driver of the model. The District is beginning a discussion on how to modify, adjust, and change it to incorporate Student-Centered Funding Formula (SCFF) metrics. There was a brief presentation from the Chancellor on his ideas, which should be coming through the District Budget Council and District Governance Council (DGC). SCFF has three major components – FTES, Supplemental (awarded PELL, Promise, and AB 540), and Success. Identify targets at the college level. District research will be providing weekly updates on the 20% supplemental factors. He expects that reporting on the success metrics will be coming soon. Through the efforts of VC Coskey and the Campuses, we have been awarded \$250k from The Conrad Prebys Foundation to reimburse students for licensure fees. Allocation TBD. But good news for students. She is also applying for another grant of \$250k to support student basic needs (second round of funding); in contact with VPSS's and Basic Needs Coordinators so she can target the grant toward specific metrics. There was a conversation about food services operations. Currently going into negotiations with a lease organization that will be responsible for providing all food services on campus. The district will no longer have district employees working in food services; they will be employees of the third-party lease organization. Hopefully, this lowers expenses and provides a profit. Should expand hours and catering services as well. Changes will not be immediate. Expect incremental increases once the lease agreement is signed. **Petti** asked about the food trucks and if they were going to continue. **Bell** responded no.
 - **AS Report – Martin** shared that last week, the Academic Senate approved the recommendation to discontinue the graphics program. There were concerns expressed about other programs facing a similar fate due to lack of support from the college. Exec discussing how to address those. The packaged programs workgroup has been productive and many folks are providing input. We met on the 7th, and will meet again on 10/5. The group will provide a recommendation to this body by the end of October. CGH workgroup is planning an open forum on 10/19 during college hour (12:30 pm – 1:30 pm) and will focus on the why behind the overhaul, provide a mini-PGA, and then open the floor. Ask folks their thoughts on committees and how they are functioning. **Odu** – for the record, there is no program at Miramar that is in the same place that the graphics program was. We fully supported this program in every way. **Manley** echoed this. **Martin** there are obvious no indications that more program cancellations are to come, folks just wanted to be able to express their concerns; these may stem from past experiences. **Odu** chairs consult with faculty and deans before classes are cancelled; we listen and hear them out. If there are any issues, folks should talk to their chair.

- **CS Report – Kunst** shared that the next meeting is on 10/3; changing location to K1-302 in an effort to see if we can get a few more attendees. Open Bylaw Review meeting scheduled on 10/5 also in K1-302. Put out a call to fill the Vice President and Senator-at-Large roles.
- **ASG Report – Ghotra** shared that Acting Chancellor, Greg Smith, visited ASG two weeks ago; spoke about affordable housing project and when it would come to Miramar (expected Fall 2026 – Fall 2028); spoke to budget; more communication about student emails from faculty and recommended we bring it up to the A.S. He also touched on food services. Glad to hear today’s update. Brought up OER and ZTC; working well, many using it. Offers a different/better learning experience and he is interested in hearing more. Recently, ASG is assigning students to committees (district and college-wide). Planning for fall fest. Transfer fair tomorrow.
- **Other** – There were none.

E. Old Business:

#	Item	Initiator
1	Equity, Justice, Inclusion, and our role in moving things forward (standing item) – LEAD office will be sending out email to participate in advisory groups to affinity groups including Latinx, Black and African American, and AANAPHI. Julian encourage everyone to participate. The Director for NASSSP should be positing soon. Emails went out to DL for serving on this committee. Meeting with folks who have interest to serve as the Elder in resident. Working to develop the CREATE program; launch in the spring. Making sure there is alignment with the colleges' needs and direction. More on this at the Equity Summit. Equity summit is on Oct. 26 th and Oct. 27 th . Thursday 4-6pm, public facing. Friday 8:30 – 1:30pm, flyer going out, key note is Daisy Gonzales. Focusing in on connection with equity plan barriers (recruitment/retention of colleagues, culturally responsive pedagogy and services, etc.). Team of 6 attended DEIA in Action Institute last week; convening to debrief and share out to the campus on what they learned and relative outcomes. Events: celebrating Latinx heritage month, Filipino heritage month, and Indigenous Peoples Day.	<i>Julian</i>
2	<i>Accreditation (Standing item)</i> – Miramontez shared that the College-wide accreditation forum flyer went out last week; scheduled on <u>Monday, October 9th from 2:00 pm – 3:00 pm via Zoom</u> . Hosted by peer review team. All welcome to attend. Management will not be in attendance. Opportunity for open dialogue with the college. Sending out reminders as well. Peer review team meet & greet invitation has gone out to college leadership (constituency leaders). Updated accreditation webpage . More streamlined. Shows what it is, shows the standards that we are evaluated against as an institution, and lists all the different report types. Palma-Sanft shared that 21 fully online courses were randomly selected to be evaluated. Faculty have been notified. Miramontez wanted to ensure students are invited. Can ASG help? Pallek confirmed ASG will be middleman for communication to students. Manley asked how the courses were selected. Miramontez responded they were randomly selected by the District; refer to ACCJC policy on Distance Ed.	<i>Miramontez/ Palma-Sanft</i>
3	<i>Grants & Initiatives Subcommittee</i> – No update.	<i>Bell</i>
4	<i>Website Review Taskforce (standing item)</i> – Bell shared that at the last meeting, had a 1.5-hour training by IT on editing webpages. Highly recommend that you take advantage of these trainings, especially for a refresher. Next step is to gather data and input to improve our website. Primary driver is student focus groups this semester as well as recommendations from the taskforce. Encourage everyone to provide input. Will review what the students have to say, incorporate taskforce comments, and come back with recommendations to this body.	<i>Lundburg</i>

F. New Business:

#	Item	Initiator
1	<i>Strategic Enrollment Management (attachment)</i> – Petti reminded everyone that at the last meeting we had some recommendations. Took these backs to the Enrollment Management Committee, which they supported. Collaborated with Sampaga and Kunst to get everything into the document, so that is what is here today. Also included recommended language from Miramontez/PIER on Program Review. We Replaced the table as well. Hopefully, it meets the needs. This is the second read. We can approve the changes and they will become permanent. Discussion on statement regarding Program Review. Barnard asked if can we simplify the statement. Everyone should know	<i>Odu/Petti</i>

	that to request resources you go through Program Review. Bell , we strengthen things over time, agree with the detail, but there should be another sentence at top, maybe “To document your resource request, go to Program Review...” Recommended to take the last sentence and move it to the top. Woods can we put it (first sentence) on the page above/before. All were okay with these recommendations. Pallek made a motion to approve the Strategic Enrollment Management plan with the recommended edits. Seconded by Martin . There was no further discussion. Odu abstain. <u>The motion carried.</u>	
2	<i>Graphics Program Discontinuance (attachments: one and two)</i> – Manley is here to request College Council approval for the discontinuance of the Graphics Program. The process that we are working with now was established/approved in 2021. This was brought to the Program Review and Outcomes Assessment (PROA) subcommittee. About a year-long process. She reviewed the timeline and steps taken. Want to show that this has been a campus-wide effort, shared the names of those on the workgroup. Information considered included articulation; career information, course and program data, curriculum, program information and background, program technology, and program facilities. Mesa and City offer graphics programs but couldn’t change our program without overlapping with theirs. Asking for approval here. Targeting 11/9 Board of Trustees meeting. Miramontez added that Manley has done a wonderful job guiding this through the process. Odu made a motion to approve the discontinuance of the Graphics Program. Seconded by Shooshtary. Petti asked if this needs a second read. Gonzales second read allows constituency input and review, which it has already gone through. Martin advocated for two reads as it is in the best interest of the college, but understand needs of the timeline. Reviewed Board agenda deadlines. Bell confirmed we can still make the 11/9 Board meeting with a second read. Odu withdrew his motion. Shooshtary agreed. This will be second read/action item, at next meeting, on 10/10.	<i>Miramontez/ Manley</i>
3	<i>Bringing our 2023-2024 Theme to life</i> – Bell shared that the Equity and Planning summits are poised to incorporate this well. Any other feedback or ideas? Pallek – ASG didn’t know it. Julian – asking folks to add it to their agenda. Odu – making sure ASG knows; going to their meetings and sharing it with them. Julian – adding it to the website. Gonzales – never really described what it meant to the college. May need to backtrack a bit. Odu – list of activities on how we can bring it to life. Pallek – more events from LEAD office? Julian – campus wide effort. Bell let’s bring it back to constituent groups, discuss, and bring it back to the College council on how we can implement the theme through activities, stronger web presences, and physical displays. Odu – theme on college calendar and for college hour. Bell that is what we are looking for. Barnard – 3Cs? Kunst yes.	<i>Lundburg</i>

- G. **Action Items:** **Gonzales** reported that the workgroup has been assembled to review the merger of GP, SSC, and SACC (previous action item).
- H. **Announcements:** **Pallek** announced that the 2023-2024 adopted budget has been approved and for the first time is over \$1B.
- I. **Adjourn:** The meeting adjourned at 2:09 pm.
- J. **Next Scheduled Meeting:** Tuesday, October 10th from 1:00 pm – 2:30 pm in L-108/Zoom

Link to the recording: https://sdccd-edu.zoom.us/rec/share/TjVOZ3BpiHKpPNgr2NdMsBJOYdGA9LmbsbUZ1I_Xh39Oakilli55EiZozYeLKG.Vj9Pf-wBPmN3Xg19