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## College Council Meeting Minutes

### San Diego Miramar College

11/14/23 • L-108/Zoom • 1:00 pm – 2:30 pm

**Members:** Wesley Lundburg (co-chair), Namod Pallek (co-chair), Brett Bell, Adrian Gonzales, Michael Odu (absent), Pablo Martin, Carmen Carrasquillo Jay, Kevin Petti, Malia Kunst, Carol Sampaga, Sam Shoostary, Namod Pallek, Zachary Joseph, Sindhu Narasimha

**Alternates:** Daniel Miramontez, Saigel Ghotra

**Guests:** Cheryl Barnard, Nessa Julian, Sonny Nguyen, Linda Woods

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

**2023-2024 Theme:** Cultivating Community: Making the invisible, visible.

- A. **Call to Order – The meeting was called to order at 1:01 pm.**
- B. **Approval of Agenda and Minutes – Sam, Carmen. No discussion. Motion carried.**
  - [10/24/23](#) (ready) – Pablo, Sam. No discussion. Motion carried.
- C. **Public Comment – Carmen – District Honors decided that each college will have its own reception. Save the Date: May 7<sup>th</sup> from 11:00 am – 1:00 pm L-105 & the Rear Courtyard. Will be forming a planning group. More to come.**
- D. **Committee Reports/Other (2-3 minutes)**
  - **President’s Report – Lundburg** – kicked off the day with an Enrollment Management Workshop; being more strategic with CCAP, Adult Learners, and CPL. Invite deans/chairs to a districtwide discussion soon. Good news; State Chancellor approval for Bachelor’s program pending ACCJC substantive change. Approved yesterday so now fully approved. Next was the discussion of funding, more to come on that. There has been an issue with getting student workers in place in a timely manner. The district is working on streamlining this process and also doing a cost analysis to pay for this. Chancellor Search: Candidates announced yesterday. Open forums are the week of 11/27, encouraged everyone to attend. He is attending the CCLC Annual Convention this week.
  - **AS Report – Martin** shared that the Senate passed the recommendation on meeting modality for all standing committees of the academic senate to provide a teleconferencing option. A resolution was passed to support reassigned time for the faculty equity coordinator. The district seems to support it. Currently, Miramar is at .4, District providing .6, full 1.0.
  - **CS Report – Shoostary**, went over routine items, and reported from CC. Also, went to the bank to make updates. **Kunst** shared that the next bylaws meeting is on Thursday. **Sampaga** – The Halloween event went well, with lots of community building. Communicating with faculty on how to do more of that.
  - **ASG Report – Zachary** shared that we had the largest ASG in attendance at the state conference. Learned about the Brown Act. Built relationships with other students. Fall Fest on a success. Eat with Us was yesterday, great turnout.
  - **Other** – There were no other reports.
- E. **Old Business:**

#	Item	Initiator
1	<i>Equity, Justice, Inclusion, and Our Role in Moving Things Forward (standing item)</i> – <b>Julian</b> submitted the NASSSP program plan. Kumeyaay Flag-raising event last week. Start of continued collaboration with Dr. Stan Rodriguez. Affinity groups met (Latinx and Black/African American). Will keep you posted, all are still welcome to participate. Email going out soon about the CREATE program and how to sign up. The format has changed from one semester to two semesters. While this is focused on faculty, we are looking at ways to incorporate Classified Professionals. <b>Sampaga</b> – the flag-raising event was very moving and inspiring. The fire students were there too and the multiple languages; it was profound. <b>Lundburg</b> – advocating to permanently fly the flag. Flag policy being brought forward. Nothing up next so will continue to fly this one, until another is identified.	<i>Julian</i>
2	<i>Accreditation (Standing item)</i> – <b>Miramontez</b> – ISER Team met, and sent back the core inquiry report. The college received two core inquiries; the District has one core inquiry. Core inquiry 1 – the team would like to see an update on the new program review process and further understand how the College assesses learning	<i>Miramontez/ Palma-Sanft</i>

	outcomes for all instructional programs and student support programs. Core Inquiry 2 – would like to see an update on the college’s progress on the disaggregation and analysis of learning outcomes for subpopulations of students and how these results will be used for improvement and to inform resource allocation. These will be the focus of our focused site visit in February. The district core inquiry – would like to better understand how the district regularly evaluates district systems, college roles, and decision-making process, communicates these results widely, and uses these results as the basis for improvements. This core inquiry is for all three credit colleges. Will be working with the district to ensure this is addressed. Two weeks prior to the focused site visit, will need to submit a response/report to the core inquiries.	
3	<i>Grants &amp; Initiatives Subcommittee</i> – <b>Bell</b> shared that there are no collegewide grants/initiatives in the pipeline. If we did, standard practice would be for College Council to assign the college-wide impact report to this ad hoc group.	<i>Bell</i>
4	<i>Website Review Taskforce (standing item)</i> – Lundburg reported that the taskforce met two weeks ago and discussed student profiles, an enrollment-focused webpage, and a better connection with CCC Apply. The next meeting is 12/1. <b>Sampaga</b> – has been a hot topic. Is this group looking at feedback from before or just right now? <b>Lundburg</b> – how do we improve the webpage and make it more student-friendly, not just the front/home page but the layers behind it as well. <b>Bell</b> noted that there was never a central place to identify specific feedback/concerns. This task force was formed to specifically identify what is not working and what can be improved. Those were the primary goals. Information will be gathered and handed over to web services for implementation.	<i>Lundburg</i>

**F. New Business:**

#	Item	Initiator
1	<i>Faculty Hiring Priority List – review the new faculty priority list.</i> <b>Attachment:</b> <a href="#">New Faculty Positions Ranked List</a> <b>Martin</b> shared that the A.S. had a second reading for the new faculty positions ranked list. This was approved unanimously. <b>Petti</b> shared that this is valid until the start of next fall, per the committee charge/policy. He would like to see it extended to the entire calendar year (12/31/24). <b>Martin</b> added that we discussed this at the senate and decided to extend the shelf life of the list, if/when that time comes, with a vote at Academic Senate. <b>Lundburg</b> ; currently 4 new positions, possibility that there may be one more (nothing firm). Retirements/resignations are a separate topic. Also, still a few positions on the frozen list. <b>Sampaga</b> – targeting the December board meeting to approve the new faculty positions. <b>Lundburg</b> formally approved the new faculty positions ranked list.	<i>Martin</i>
2	2022-2023 SEA Annual Report <b>Attachment:</b> <a href="#">SEA Annual Report Template 2022-2023.docx</a> <b>Julian</b> shared that our 22/23 annual report is due to the state. She wanted to share the components that make up this report. Have to report on how we spent SEA funds for this year. Need to identify groups, as we identified in our equity plan, to include at least 1 Black or African American and at Least 1 Hispanic or Latino DI group and report out on metric. <b>Carrasquillo Jay</b> asked about gender. <b>Julian</b> responded that we could pick that as an additional DI group. Report out on Activities. Option to highlight a success story. Section to list challenges. This is submitted in NOVA. The College President and VPA will sign off on the plan. LEAD Office is working on developing content now and will bring it back for review. The report is due on 12/29. <b>Gonzales</b> – had SSSP, BSI, and SEA. Legislation moved it all together but still have three pots of money. There is a new reporting program for about 10 programs for a year from now. Working with the Office of IE/IR on training for that new program. This is creating a scenario where we have to re-set up our budgets so we can better track these activities. <b>Sampaga</b> – briefly looked at these activities; great interventions for DI pops. Did the state come up with this? <b>Gonzales</b> – as we filled it out, the state built out this list, so building it out as we go.	<i>Julian</i>
3	AANHPI Student Achievement Program Reporting Tool <b>Attachment:</b> <a href="#">AANHPI SAP FY22-23 and 23-24 Baseline Budget Report.pdf</a> <b>Julian</b> about \$152K a year, but this may decrease over time as more colleges become eligible to receive funds. This is a report; not a plan. It will not be submitted in NOVA. Ensuring we understand legislation, ed code, etc. List out all college contacts (not approvers necessarily). Based on our data, we will identify which AANHPI students are a part of our DI groups. Asking if we disaggregate the API student population. Based on our college data, need to list out historically underserved student populations. We don’t typically collect this level of disaggregated data. The state chancellor’s office is trying to identify gaps; if we don’t have the information, we don’t have it. <b>Bell</b> asked if we would be required to report on budgets associated with services provided. <b>Gonzales</b> responded that is the way the state is going, but not for this one, not right now. <b>Miramontez</b> is	<i>Julian</i>

working with <b>Gonzales</b> on building out a student services research structure. She continued to review the report. <b>Carrasquillo Jay</b> noted that the success data portion looks small; is there a section to add what we think? <b>Julian</b> responded this is a report on metrics, she assumed they may want a program plan in the future. <b>Gonzales</b> added he believes the State Chancellor's office is trying to build a story so they can continue to advocate for dollars and highlight successes to taxpayers.	
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- G. Action Items:** *Recap of items that need to be shared with constituencies and/or that require action*
- H. Announcements:** Committee Chairs Appreciation Roundtable tomorrow, from 1:00 pm – 2:00 pm in K1-202.
- I. Adjourn:** The meeting adjourned at 1:58 pm.
- J. Next Scheduled Meeting:** Tuesday, November 28<sup>th</sup> from 1:00 pm – 2:30 pm in L-108/Zoom

Link to recording: [https://sdccd-edu.zoom.us/rec/share/uy3C2Xzz\\_IzdoZwRoig\\_iAoRvSrs5S2Mh11GDYrXpXVUrwizQQwEF64jReRlllu.ankypnpg0x8LixZB](https://sdccd-edu.zoom.us/rec/share/uy3C2Xzz_IzdoZwRoig_iAoRvSrs5S2Mh11GDYrXpXVUrwizQQwEF64jReRlllu.ankypnpg0x8LixZB)