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## College Council Meeting Minutes

### San Diego Miramar College

5/14/24 • L-108/[Zoom](#) • 1:00 pm – 2:30 pm

**Co-Chair:** Wesley Lundburg, College President (non-voting)

**Co-Chair:** Saigeldeep Ghotra, Constituency member from faculty, classified professionals, or students.

**Committee Members:**

<b>Administrators (3)</b>	<b>Classified Professionals (3)</b>	<b>Faculty (3)</b>	<b>Students (3)</b>
Vice President of Instructional Services: <b>Michael Odu (proxy: Jaqueline Hester)</b>	Classified Senate President: <b>Malia Kunst</b>	Academic Senate President: <b>Pablo Martin</b>	ASG President: <b>Saigeldeep Ghotra</b>
Vice President of Student Services: <b>Adrian Gonzales</b>	Classified Senate Vice President: <b>Carol Sampaga</b>	Academic Senate Vice President, or President-Elect: <b>Carmen Carrasquillo</b>	Designee: <b>Hailey Hua (no proxy)</b>
Vice President of Administrative Services: <b>Brett Bell</b>	Classified Senate, Senator At-Large: <b>Vacant</b>	Chair of Chairs: <b>Kevin Petti (no proxy)</b>	Designee: <b>Sindhu Narasimha (no proxy)</b>
Alternates (1): <b>Daniel Miramontez</b>	Alternates (1): <b>Vacant</b>	Alternates (1): <b>Vacant</b>	Alternates (1): <b>Neal Ruiz</b>

**Quorum:** 50% +1 of each constituency group's members (i.e., 2 per constituency group)

**Guests:** Nessa Julian, Cheryl Barnard, Laura Penceno, Jacqueline Hester

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

- A. **Call to Order** – The meeting was called to order at 1:03 pm.
- B. **Approval of Agenda and Minutes** – **Martin** made a motion to approve the 5-14-24 agenda and the 4-23-24 minutes. Seconded by **Miramontez**. There was no discussion. There were 9 yay votes, 0 nay votes, and 0 abstentions. The motion carried unanimously.
- C. **Public Comment** – There was no public comment. **Lundburg** thanked **Ghotra** for her service.
- D. **Committee Reports/Other (2-3 minutes)**
  - **President's Report** – **Lundburg** shared that the May 14<sup>th</sup> Governor's Revision came in; looking better than he said, with about \$14B shortfall, while the LAO predicted a \$27B shortfall. Impact on community colleges not expected at this time. As a District, we are looking to end better than expected to as well. **Bell** added that he is tracking the 7% proposed reduction closely. A fair amount of advocacy out there to not touch the community colleges' budget, which is getting traction. **Bell** reported that on March 18<sup>th</sup> there was an incident in the Child Development Center (CDC), where internal plumbing was damaged (hot water line). After remediation of F2, the building required replacement of all floors, cabinets, and walls. We anticipate that the CDC will be unoccupied through the end of June. The schedule is complicated because it involves electrical and plumbing. The Facility will be up and ready by the end of June and normal programming to resume in the fall. **Lundburg** shared that the incident from last Friday involved an employee and the individual is not allowed on campus. He could not say more on the personnel matter, but we are not expecting further incidents on campus. The campus is secure and measures have been taken. The District Office acted in an abundance of caution, which may have added confusion. **Lundburg** has since clarified this with the District Office.
  - **AS Report** – **Martin** shared that the A.S. passed a resolution and read it allowed informationally. He will forward the formal resolution to the President's Office. The A.S. created a workgroup to explore adjunct compensation beyond the scope of duties. If anyone

would like to be a part of this group, let him or Kristen Everhart know. There is a recommendation to increase AFT travel funds from \$1,000 to \$1,200. There is an informal gathering at Ale Smith after Commencement at 1:00 pm.

- **CS Report – Kunst** shared that the Classified Senate raised about \$160 from our restaurant fundraiser. This was relatively easy and we will coordinate a few others in the future. She shared that elections are underway. We are recruiting for President, Treasurer, 2 Senators at Large, and 4 Senators. The revised bylaws were approved, where we changed the senator structure. She shared that the Fun Awards are underway as well. The Awards Ceremony and Year-end carnival are scheduled for Wednesday, May 29<sup>th</sup> on Compass Point. The theme is All Around the World.
- **ASG Report – Ghotra** reported that Dean Julian presented on the Kaleidoscope space. ASG approved the College-wide planning calendar. There is an ASG retreat coming up to ensure there is a transition between current ASG leadership and next year’s leadership. She reported that Hailey Hua is the new President, Neal Ruiz is the new VP, Kylee Guiriba is the new Secretary, and Sindhu Narasimha is the new Treasurer. Additionally, the senators are John Antonio, Jeff Florentino, Anne Le, Claudio Nevells, Seoyun Park, Tara Patel, Daniel Sifuentes, and Frankco Wong. She shared that she is thankful for the character development from her time in this role. ASG is full of students that care about change and they know that admistration is here to support students. She has noticed the improved communication and that it will continue to get better. Thankful that the podcast has been approved. The ASG Presidents are working with the District Office on an ASG Canva shell with an opt-out option. She is working with the U.S. Senate this summer and will be attending UC Berkeley in the fall.
- **Other** – There were no other reports.

**E. Old Business:**

#	Item	Initiator
1	<p><i>Equity, Justice, Inclusion, and our role in moving things forward (standing item) – Any applicable updates and debriefs from recent events.</i></p> <p><b>Julian</b> shared that the end of year NASSSP celebration went very well, handful of students, but will continue to grow the program. Director starts in August. Had an event with Kumeyaay Community College. Looking forward to more collaboration in the future. Working on the AANAPI program. Sent out communication to students who may be interested (Engl 101 and Filipino studies). <b>She will send out the flyer.</b> Please help spread the word. AAPHE share out was well attended. Rite of Passage ceremony is tomorrow. About 10 Miramar students that have RSVP’d. Hester and Lundburg will attend. Mesa is hosting. CE may host next year. Faculty Coordinators: deadline for CREATE and LEAD office was Friday. Discussing next steps. Extending the deadline for LEAD coordinator. Excited to move into Kaleidoscope space. Made an offer for the LEAD Admin tech and it was accepted. AAPI ceremony is on Thursday. Everyone is welcome to attend. Lavendar celebration is today at 4pm. Pride Flag raising is on Friday, May 31<sup>st</sup> at 11:30 am. Starting to plan for Juneteenth. Las Raza was last Friday, along with DSPS, EOPS, and Veterans.</p>	Julian
2	<p><i>Accreditation (Standing item) –</i> <b>Miramontez</b> shared that he attended the ACCJC conference last week. One of the keynotes was a dialogue with the ACCJC President and the State Chancellor. Impressed with dashboard that was displayed. We view you all as unique institutions with their own stories. Did a poster session on our Pathways to Student Success model. Seemed very impressed with what we are doing at Miramar. Working on a substantive change report for distance education. Submitting by the end of the month. <b>Lundburg</b> thanked him for representing Miramar.</p>	Miramontez/ Palma-Sanft
3	<p><i>Grants &amp; Initiatives Subcommittee</i> – No report.</p>	Bell
4	<p><i>Website Review Taskforce (standing item) –</i> <b>Bell</b> shared that we had our last meeting on 5/1. We talked about the college initiatives project managed via the President’s Office. This will be a space dedicated to highlight initiatives across campus. Discussed transition from review taskforce to an advisory committee, which will meet three times a year. Good presentation from Bill T. Smith related to broken links on the website. Two pathways: 1) Editor access (those who are responsible for content on the website will be able to run the link checker to find/fix broken links 2) Central process through IT/Web Services. These will run on a regular but infrequent basis. Lastly, talked about student profiles. Agreed upon template of what this would look like. Dean Julian will manage the student profiles on the website. Varying locations, on the homepage (on a loop) and on specific pages (i.e. program pages, affinity group pages, etc). Once that process is rolling, we discussed doing something similar with highlighting faculty and staff. <b>Lundburg</b> is excited about the student profiles, and expanding that out to our faculty and staff. Sends a powerful message. <b>Julian</b> added</p>	Lundburg

	that we would also like to highlight the students on the light post banners around compass point.	
5	<p><i>Progress on our efforts to bring Restorative Justice lens to Miramar's structures (to include Academic Probation, etc.) – continued discussion.</i></p> <p><b>Lundburg</b> suggested changing the name of this item to “Progress on our efforts to bring Restorative Practices and Restorative Justice to Miramar.” <b>Martin</b> shared that we are planning for a training during Convocation/Opening day week. He was a part of the community of inquiry this semester. <b>Carrasquillo</b> added that she was also a part of the COI and it has been wonderful. At the last meeting, we discussed how we can do this at Miramar and what that might look like. Ideas for specific people to bring on board to help with circles. <b>Penceno</b> added that she is very thankful for this semesters COI and exited for next steps. She and <b>Moore</b> are working on a proposal to present to President Lundburg. Building on COI as a workgroup for the campus. Dr. Stacy did a training for the managers/supervisors yesterday. <b>Lundburg</b> added that he is a great guy, and liked his approach, favorite quote “We are trained to be head-led, but we need to be heart-led.” Hoping to bring him back. <b>Hester</b> added that her take away was the language he used “Brave space vs. Safe space,” emphasized the importance of building community, and explained the framework and different circles.</p>	Martin /Lundburg
6	<p><i>Coordinated and Intentional Professional Development Workgroup – update from workgroup.</i></p> <ul style="list-style-type: none"> <li>• Plans for Convocation and following day's “Mini-Conference”</li> <li>• Plans for Community Day on 9/13/24</li> <li>• Recommendations/requests/goals for the Professional Development Committee</li> </ul> <p><b>Attachment:</b> <a href="#">CIPD Recommendations for CC S24</a></p> <p><b>Martin</b> kicked us off and reviewed the CIPD Recommendations. He noted that not everyone listed attended every meeting, but really great workgroup. These recommendations/suggestions are in no particular order. Focus of the work “Develop coordinated PD, including mini-conferences and Community Days, along with a schedule for PD and engagement events that folx can plan/schedule for. This could help us focus our efforts and promote coherence and scheduling for events, and follow-ups.” Friday of flex week “Professional Development Day: Developing your Impact!” More and more cross-conversations. More coordinated effort, and advance notice so that people can plan ahead and we can get better attendance and build more community. Great way to reenvision how we do our flex days. <b>Penceno</b> added that we are promoting/elevating a badging system. Discussing with District office on Vision Resource Center. <b>Martin</b> added that this document has been shared with the PD committee for their review and input. They have been asked to communicate back to College Council on what is feasible for them to take on and what they cannot not. This will help us keep track of any gaps and keep the conversation going. <b>Lundburg</b> suggested that we do a “Sabbatical Symposium” and invite folks to present on their sabbaticals and celebrate it as a campus. <b>He will discuss with Executive Cabinet on how we can make this happen.</b> <b>Sampaga</b> added that this could be the seed for the “Teaching and Learning Center” to live under the new Dean of Academic Services.</p>	Martin/ Kunst
7	<p><i>Miramar Annual Planning Calendar-Cycle 2024-2025</i></p> <p><b>Attachment:</b> <a href="#">Annual Planning Calendar</a></p> <p><b>Miramontez</b> asked for a status update from constituencies. <b>Kunst</b> shared that Classified Senate approved it. <b>Ghotra</b> reported that ASG did as well. <b>Miramontez</b> reported that Management approved it. <b>Martin</b> reported that he shared it at the Academic Senate and asked for feedback or input and explained this will be approved at the next College Council meeting. He has not received any feedback thus far. <b>Martin</b> made a motion to approve the Miramar Annual Planning Calendar-Cycle for 2024-2025. Seconded by <b>Carrasquillo</b>. There was no discussion. There were 9 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried unanimously.</u> <b>Lundburg</b> thanked Miramontez for his work.</p>	Miramontez

**F. New Business:**

#	Item	Initiator
1	<p><i>2024-2025 Meeting Schedule – review and approval of next year's meeting schedule.</i></p> <p><b>Attachment:</b> <a href="#">Draft College Council Schedule 2024-2025</a></p> <p><b>Kunst</b> reviewed the draft schedule for the next academic year. She noted that the agenda setting meeting time was changed from 12:30 pm to 1:00 pm, as that seemed to work better this semester. She also noted that spring break, next year, is the first week of April, so there was a slight adjustment to those meetings. <b>Carrasquillo</b> made a motion to approve the College Council schedule for 2024-2025. Seconded by <b>Kunst</b>. There was no discussion. There were 9 yay votes, 0 nay votes, and 0 absentions. <u>The motion carried</u></p>	Kunst

	unanimously.	
2	<p><b>First Read: Spring 2024 CGH Change Requests – review and discussion of submitted change requests.</b>  <b>Attachment: <a href="#">Spring 2024 CGH Change Request Summary</a></b></p> <p><b>Kunst</b> reviewed each of the change requests. <b>Gonzales</b> suggested add who submitted the requests to the summary document. <b>Sampaga</b> noted that EMC wants to start digging into the data for enrollment management. Kunst shared that this is a first read. <b>Constituencies should share/review and provide any comments/feedback to her.</b> These will be approved at the next meeting. It was noted that the NCORE conference conflicts with the next meeting. <b>Committee members were asked to send a proxy to the next meeting so we can approve the changes.</b> <b>Gonzales</b> recommended a taskforce be assembled review and discuss the International Education Committee change request.</p>	Kunst
3	<p><b>2024-2027 Program Review Outcomes Assessment Functional Plan</b>  <b>Attachment: <a href="#">2024-2027 PROA Functional Plan</a></b></p> <p><b>Miramontez</b> reported that we are finishing up the current three-year cycle and opening up a new three-year cycle. The functional plan highlights what we will be focusing on, which is looking at data disaggregation in outcomes assessment. He is bringing it here to go through the constituencies for review/vetting. Due to time, anticipate approval in the fall. <b>Miramontez will send out a reminder.</b></p>	Miramontez
4	<p><b>Waterbottles at Commencement – encourage faculty and staff to bring their reusable water bottle to commencement.</b></p> <p><b>Martin</b> shared that the Environmental Sustainability committee has made a recommendation to encourage the use of personal waterbottles at commencement to reduce the use/need of one-time water bottles. The ESC will also be rolling out a map to pinpoint locations for water stations, bike racks, EV chargers, etc. <b>Barnard</b> shared that last year, there was a request to have water bottles and it was a disaster, so we don't plan on doing that this year. <b>Lundburg will ensure an announcement goes out to the campus.</b> Suggestions for next year included: Miramar water bottles for dias/stage party, boxed water (biodegradable) or aluminum can water (recyclable).</p>	Martin/ Lundburg/ Kunst
5	<p><b>Recommendation to move ADJU from the Public Safety ACP to Social and Behavioral Sciences and Education ACP – update, discussion, and approval.</b></p> <p><b>Gonzales</b> (for Brewster) shared that GP Steering Committee is recommending that we move ADJU to SBSE ACP, as it aligns better. <b>Martin</b> added that Brewster shared that this is for the ACPs only, it is not being moved anywhere else. There was no opposition. <b>Constituency leaders should share this out.</b></p>	Brewster/ Gonzales

#### G. Action Items:

- **Martin** will forward the approved A.S. resolution to **Lundburg**.
- **Julian** will share the AANAPI Program flyer.
- **Kunst** will change the title of old business item number five.
- **Lundburg** will bring “Sabbatical Symposium” idea to Executive Cabinet.
- **Constituency Leaders** should share the Spring 2024 CGH Change Request summary with their bodies and bring back any feedback/input/comments.
- **Committee members** should ensure they designate a proxy for the 5/28 meeting, if they are unable to attend.
- **Miramontez** will send out a reminder to constituency leaders for the 2024-2027 PROA Functional plan.
- **Lundburg** will ensure an announcement goes out to the campus regarding the use of personal water bottles at Commencement.
- **Constituency Leaders** should share out that ADJU will move to the SBSE ACP.

#### H. Announcements:

- **Carrasquillo** shared that the GAIA workgroup is looking at a hosting a woman’s empowerment conference-style event.
- **Carrasquillo** shared that the Honors Celebration happened last week and there were honors curious students there, which is really great to see. The District Honors program annual report to the Board of Trustees will be on Thursday, May 16<sup>th</sup>.
- **Carrasquillo** shared that the Art and Literary magazine has a new issue coming soon! Very proud of our first post-pandemic issue, which will be available digitally along with a few printed copies.
- **Gonzales** shared that the parking enforcement for summer has been extended (June 24<sup>th</sup>).
- **Bell** shared that until everyone in the District/Campus has been converted to TEAMS, please use the full 10 digit number.

- I. **Adjourn:** The meeting adjourned at 2:30 pm.

**J. Next Scheduled Meeting:** Tuesday, May 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/y5RkOF1fABGfHBgzX\\_cFV9qUHbR5QjCdS6d2BmsX10rVX\\_clrVOFqkU7UUx90zSt.KEeWs146lqxUHI5](https://sdccd-edu.zoom.us/rec/share/y5RkOF1fABGfHBgzX_cFV9qUHbR5QjCdS6d2BmsX10rVX_clrVOFqkU7UUx90zSt.KEeWs146lqxUHI5)