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College Council Meeting Minutes

San Diego Miramar College

11/12/24 • M-110/[Zoom](#) • 1:00 pm – 2:30 pm

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

Co-Chair: Pablo Martin, Constituency member from faculty, classified professionals, or students.

Committee Members:

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

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

Guests: Nessa Julian, Cheryl Barnard, Lisa Cole-Jones, Jennifer Pena, Jeanette Moore, Laura Pecenco, Amy Alsup, Linda Woods

2024-2025 Theme: *Cultivating Community: Making the invisible, visible.*

- A. **Call to Order** – The meeting was called to order at 1:02 pm.
- B. **Permission to Record Meeting** – There were no objections to recording the meeting.
- C. **Approval of Agenda – Odu** made a motion to approve the 11-12-24 meeting agenda. Seconded by **Martin**. There was no discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
- D. **Approval of Minutes – Martin** made a motion to approve the 10-22-24 meeting minutes. Seconded by **Fonseca**. There was no discussion. There were 10 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
- E. **Public Comment** – There was no public comment.
- F. **Committee Reports/Other (2-3 minutes)**
 - **President's Report – Lundburg** shared that we have experienced a historical election. There is talk about deleting the Department of Education. We are not sure where this will land but there has been lots of discussion. The Chancellor has the Legal Department researching how long we can hold out on following mandates. The District is aligned, be assured, in trying to protect our mission, our students, and our employees. The State has some say – that is where the legal questions are being explored. There was discussion at the Chancellor's Cabinet and DGC regarding affinity groups and their ability to speak in the governance structure. Some things are driven by the Ed Code/law. What do we do when we feel groups should have a voice, but not be driven by law? Encouraged to give input. Observed, of 35 years in higher ed, diversity stemmed from the faculty side, and we have come a long way but still further to go. Lastly, regarding the Kaleidoscope, there have been discussions about what groups get space. We have an excess of groups that want space and not enough space to go around. This is a management decision and a tough one. We continue to work through this with folks.
 - **AS Report – Martin** shared that A.S. met last week and will meet next week again. There was

not much to report – haven’t voted on anything since his last report. A couple of resolutions are being voted on at the 11/19/24 meeting – The first is regarding faculty service areas and the intention is to ensure the District follows policies. The second is regarding technology and planning issues for fall 2024 and the concern over the lack of response. **Muñoz** is presenting as a faculty member that works closely with technology, **Martin** co-wrote the resolution as he has been involved with these issues in his role as ASP. The third is regarding AI in the classroom and the recommendation for faculty to put something in the syllabus. Lastly, he shared that the plenary was last week; very busy and very productive (AB 1111 - common course numbering was a concern). **Carrasquillo** – English 101 course template restricts books to non-fiction; raising our voices, is a very important 10+1 matter (curriculum). Asking for a pause so we can fix it and move on. **Odu** noted that we have articulation with the universities.

- **CS Report – Kunst** shared that the November 5th meeting was canceled to allow folks to attend Lonnie Pham’s services if they wished to. Agenda items will be carried forward to our next meeting. Lastly, she shared that the Classified Senate hosted their 2nd annual Halloween Party and Costume contest. Great event and a great turnout. The costume winners were announced last week.
- **ASG Report – Ruiz** shared that ASG met last Friday. He thanked GAIA (Gender Advocacy, Inclusion, and Advancement) for their presentation. Next, ASG’s subcommittees have been hard at work. The Life and Wellness group is planning a Study Jam on 12/3 & 12/5. The Future events group is planning something for our night students “Hot Chocolate Nights” (name is a work in progress). ASG is signing up to participate in the annual MLK Parade in January. **Fonesca** shared about Senator Accountability and their meeting to check in on progress, including menstrual products. Fall Fest was a great event and had lots of engagement.
- **Other** – There were no other reports.

G. Old Business:

#	Item	Initiator
1	<i>Equity, Justice, Inclusion, and our role in moving things forward (standing item)</i> Julian shared about the CREATE program – offering a compressed cohort in spring, depending on budget. Planning symposium in the spring – working on guest speakers. Submitted budget report. AANAPHI – working on cohort, survey being administered to students, and will have access to info in spring. Discussing classes that we can connect to the community learning process. NASSSP – flag-raising event on 11/4. Heritage month. An event this Friday. Next week – Indigenous Queer Joy. Two other events. Email with any questions. Met with a few departments on what progress we can make with the cohort. Post-election event. Will send out the info. 2025-2028 Equity Plan – being released first week of December. Seen the draft, it’s a lot but will get it done. Watch party tomorrow in S6-110 with Dr. Gina Garcia. Partnering with mental health and general counseling.	<i>Julian</i>
2	<i>Grants & Initiatives Subcommittee (standing item)</i> There was no report.	<i>Bell</i>
3	<i>Restorative Practices (standing item) –</i> Pecenco shared that the Community of Practice (CoP) just wrapped up its third session. We applied for BRDS funds for our facilitators, who have been amazing. Also, submitting a revision to the proposal. Moore added that we are so excited that we were able to get the funding to bring in Jessie Tena and Juan-Carlos Nieblas of Educators Cooperative . We really wanted this to be intentional and it was very important that we had this outside help as it helps with a sense of authenticity. The CoP has been fantastic and we have had a great response from the participants. She shared the bios for the two facilitators and what they are talking about in the sessions. She shared that she also spoke with Dr. Lundburg and we are hoping they can come in for a meeting with our managers. The last session’s topic was about <i>Lugar</i> , which translates to place, and how everyone should have this as it creates a sense of belonging. The conversation focused on what it is, how we find it, and how we can create it. Lundburg thanked both Pecenco and Moore for this work. He shared that we are starting to identify some potential obstacles and we want to work through those. This is a slow-moving train but we are committed.	<i>Pecenco/ Moore</i>
4	<i>Website Advisory Committee/Group (standing item)</i> The next meeting is tomorrow.	<i>Lundburg</i>
5	<i>Anonymous Screening Process</i> Lundburg shared that he met with the chairs on 10/17/24. He wasn’t here for the last meeting so he shared that it was a good conversation. He took the concerns back to HR and they are working on those. He assured	<i>Lundburg/ Kunst/Martin</i>

	<p>the group that everyone was committed to resolving them. The problem is staffing or lack thereof. HR is advocating for an additional position within HR to the Chancellor. If we are committed, need to put the resources behind it. Screening committees will be able to start, before the posting. Training on redacted applications and best practices for scoring them. If you are on or chairing a committee, feel free to request the training. Be aware of potential delays. There has been some confusion on interactions in interviews. Chancellor said “Please do!” even though HR says no/provides guidance not to do that. This includes follow-up questions to give applicants a chance to address any confusion or misunderstandings. Chancellor moving in the direction of reviewing the hiring process in general – not a quick discussion so look for it to be happening/ongoing. Martin clarified that “committees meet before posting” is in the instructions but it is not practiced. A.S. Presidents met with the Chancellor, this came up and there will be more to come—specifically a district-wide workgroup to review the SDCCD hiring process. Pena asked if there is a process to review job descriptions as some have not been updated in many years. Bell responded that Employee Relations has a process to look at these, but often times more critical ones rise to the top.</p>	
6	<p><i>Updates on Efforts to Explore How We can hear updates or reports from committees</i> Attachment: Committee Reporting Form Updated Draft Kunst reviewed the updated draft committee reporting form. There was some discussion about changing “due” to “requested.” Since this will not be mandated, the consensus was to change “due” to “Please submit by.” This is a strategy for a gentler introduction and, again, not a mandate. Kunst will incorporate the change and work with Webservices on the online version. The idea is that this will automatically populate to committee reports and no one has to touch the reports besides the committee chair and not add extra labor.</p>	<i>Kunst/Martin</i>

H. New Business:

#	Item	Initiator
1	<p>Sunshine: Fall 2024 CGH Change Requests – highlight of change requests, constituencies to review, and approval at 12/10 meeting. Attachment: CGH Change Request Summary Kunst reviewed the College Governance Handbook Change Requests submitted for fall 2024. Please refer to the attached document. We are sun shining this item today, constituents should review and offer any input/feedback. These are slated for approval at the 12-10-24 meeting. Carrasquillo wanted to point out that through the Committee on Committee’s process, a contingent (adjunct) faculty could be appointed in a school representational position, including the Professional Development Committee. The PDC’s change request means that there is a possibility of two or more contingent (adjunct) faculty serving as voting members. Martin clarified that this is the case for faculty membership on all committees. (See the ConC Process here.)</p>	<i>Kunst/Martin/ Lundburg</i>
2	<p><i>Miramar Educational Plan (PIERC Recommendation)</i> Attachment: Miramar Educational Plan (PIERC Recommendation 10.11.24) Miramontez shared the Miramar Education Plan – this plan ties everything together. Not a new plan. Have the “educational master plan” same thing, just dropped “master” for equity. May sound top-down, but not intent – just shows the levels/layers. Roadmap to Vision 2030 – yellow means will be hyperlinked. Blue means update. Vision to goals to priorities. Plan speaks to the governance process – which is where the language comes from. Interplay of governance and decision-making. Ends with a link to the handbook (as a reference point). Change from traditional “master” plan. Pathway to Equity and Student Success – how all the plans work together, the image of the model. Cruise ship. Narrative. Long-term planning assessment – SPAS 2.0. Snapshot of trend analysis. Short-term planning is program review outlined by the annual planning calendar cycle. This will set us up for our next round of planning. Sampaga asked if the SPAs would be linked. Miramontez responded, yes, and he will make sure it’s highlighted in yellow. Martin expressed appreciation for the hyperlinks and the flow chart. Odu loved the alignment with Vision 2030 and noted there is nothing new here, we are already doing it. He thanked Miramontez again as we are the first to make this alignment. Sampaga asked if there has been any discussion on a 5-year plan/cycle vs. 7 years. We are trying to figure out how to serve our post-pandemic students. There has been lots of change and don’t want to see this sit on a shelf. Bell shared that there is a document that shows the plans, cycles, and timing. There are multiple plans that are built into this. Miramontez will bring this forward to the next meeting. Martin asked to include the document Bell referenced as an appendix.</p>	<i>Miramontez</i>
3	<p><i>ACCJC 2024 Standards</i> Attachment: ACCJC 2024 Standards 10-14-24 Kunst will carry forward to the next meeting since time did not permit. This will also be a topic at the 12/9 campus open forum.</p>	<i>Miramontez</i>

<p>4 <i>Campus Safety</i></p> <ul style="list-style-type: none"> • <i>GAIA (Gender Advocacy, Inclusion and Advancement) Presentation on Campus Safety (share data and recommendations) (Carrasquillo/Alsup)</i> • <i>Broader discussion on district/campus policies, procedures, and processes</i> <p>Carrasquillo and Alsup presented history, data, and recommendations regarding Campus Safety on behalf of The Gender Advocacy, Inclusion, and Advancement (GAIA) group. Lundburg thanked Carrasquillo and Alsup for their presentation. There is a lot to unpack here. There are some simple things we can do now. Lundburg will follow up. He would also like to set up a meeting with Carrasquillo and Alsup. Martin – thanked the presenters, noting that there are some things we can do right now. There are folks not empowered to do anything about it and they are frustrated and scared. We need to provide information. This could be worse after the election. Carrasquillo emphasized that we don't want to get caught off guard. Moore asked, from a restorative lens, if we are providing the perpetrator the tools and resources they need. We need to ensure we are looking at both sides. Carrasquillo clarified that is what we meant by auditing the justice process, identifying gaps, and including restorative practices. Sampaga shared that after 7:30/8 pm on this campus, it's scary. She usually calls someone to chat while walking from the office to her car or will ask a custodian to watch her. She is always hyper-vigilant on campus at night. How many of our evening classes are spread out across campus—can we consider clustering them? MTS station is right here. Moore added that Campus escorts can take 30-45 minutes and sometimes say they are unable to come. Lundburg responded if that happens, please let him know. Our College Police are very short-staffed. That is not an excuse, just part of the picture. We need to think beyond that, and ask ourselves "What can we do as a campus?" We need to avoid any finger-pointing. Action is needed. Let's keep our eye on the results. Odu emphasized the need for an immediate audit to identify any gaps.</p>	<p><i>Carrasquillo/ Moore</i></p>
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I. Action Items:

- **Kunst** will incorporate the discussed change into the committee reporting form and will work with Webservices on the online version.
- **Miramontez** will bring the document that shows the plans, cycles, and timing forward to the next meeting.
- **Kunst** will carry "ACCJC 2024 Standards) forward to the next meeting.
- **Lundburg** will follow up on some of the things we can do now to improve campus safety. He would also like to set up a follow-up meeting with **Carrasquillo and Alsup.**
 - J. Announcements:** There were no announcements due to time.
 - K. Adjourn** – The meeting adjourned at 2:41 pm.
 - L. Next Scheduled Meeting:** Tuesday, December 10th, from 1:00 pm – 2:30 pm in M-110/Zoom

Link to recording: <https://sdccd-edu.zoom.us/rec/share/QZBTqtTyjk-RAngxn1HNYRPagIcKTbkCJrgqJdjiN21mOeqsC4fhckMiR56uwUDI.00ScjGRyqQGLgji>