

SAN DIEGO MIRAMAR COLLEGE CLASSIFIED SENATE MEETING MINUTES



DATE: Tuesday, December 3rd, 2024
TIME: 10:30 am – 12:00 pm LOCATION:
L-108/Zoom

[2024 – 2025 Meeting Calendar](#)

Officers and Senators

Classified Senate President	Malia Kunst	2024 – 2026
Classified Senate Vice President	Carol Sampaga	2023 – 2025
Classified Senate Secretary	Vacant	2023 – 2025
Classified Senate Treasurer	Meredith McGill (absent)	2024 – 2026
Classified Senate Senator at-Large	Lynne Campbell	2023 – 2025
Classified Senate Senator at-Large	Bill Pacheco	2024 – 2026
Classified Senate Senator at-Large	Steven Slatten	2024 – 2025
Classified Senate Area Senator (1)	Elizabeth Whitsett	2023 – 2025
Classified Senate Area Senator (2)	Adrian Acain (absent)	2024 – 2026
Classified Senate Area Senator (3)	Adam Vincej	2024 – 2026
Classified Senate Area Senator (4)	Rachel Halligan	2024 – 2026
Classified Senate Area Senator (5)	Arnice Neff	2024 – 2026

Vacancies

Secretary

- A. Call to Order** - The meeting was unofficially called to order at 10:33 am. We did not have/meet quorum until 11:07 am.
- B. Permission to Record Meeting** – This meeting was not recorded.
- C. Approval of Agenda and Minutes**
- Approval of 2024-12-03 CSEN agenda – The agenda was approved by consensus.
 - Approval of [2024-11-19 CSEN minutes](#) – The minutes were approved by consensus. Reminder: edits can be made at any time.
- D. Public Comment**
- E. Old Business:**

#	Item	Initiator
1	Shared Governance Committees Update (standing item) – update on appointments and continued vacancies. Attachment: PG Vacant Report (CSEN) Fall 2024 Kunst shared that there is no update. Sampaga will promote committee vacancies in the spring.	Sampaga
2	Brown Act Implementation (standing item): 1) Review draft document regarding Senator Remote Attendance Attachment: C.S. Senator Remote Attendance Form Kunst shared that she drafted the “C.S. Senator Remote Attendance Form” based on the A.S.’s document. She encouraged everyone to review and let her know if any edits are needed. <u>The plan is to approve at the February 18th meeting.</u>	Kunst
3	Defining Equity and Professional Development (standing item) – Review draft “Engagement & Participation” Survey Kunst shared that she and Pacheco are still reviewing the draft survey.	Kunst/ Pacheco
4	Discussion on the adoption of 4CS 9+1 – continued discussion and approval. Attachment: Miramar Classified Senate & 9+1	Kunst

	Kunst shared that she drafted the attachment based on the example of Santa Rosa Junior College and 4CS. She encouraged everyone to review. <u>The plan is to vote on adopting 9+1 in the spring.</u>	
5	Classified Employee of the Month Attachment: DRAFT Classified Employee of the Month Kunst shared that she used ChatGPT to draft the attachment based on the notes from the last meeting. <u>We will need to clean up the timeline and decide how the selection is made.</u>	Kunst
6	Defining “Senator at-large” and “Area Senator” Roles Attachment: Senators at Large & Area Senators - Working Doc.docx Kunst shared the attachment as a working document. She realized that there was not enough time for folks to meet between our last meeting and today. <u>The plan is to discuss at the February 18th meeting.</u>	Kunst

F. New Business

#	Item	Initiator
1	Thank you Gram Holiday Fundraiser and Supporting EOPS’s Sponsor a Family event Neff shared that we have not received many entries. <u>She will send out another reminder tomorrow.</u> After some discussion, the plan is to adopt two (single person) families and donate \$100 each to EOPS and they will do the shopping. Where ever the money lands, is where it lands.	Kunst/Neff
2	Next scheduled meeting (12/17/24) Kunst asked if we wanted to have a formal meeting, cancel the meeting, or turn it into a “Classified Senate Holiday Open House.” Halligan noted she won’t be able to make the 12/17 meeting. The consensus was to host an open house. <u>Kunst will confirm location and time, based on room availability and will prepare a flyer to send out.</u>	Kunst

G. Committee Reports/Other:

- Executive Council
 - President’s Report – Kunst
 - Vice President’s Report – Sampaga
 - **Sampaga** shared that our Secretary position remains vacant. While we work on filling the position, she suggested rotating the notetaker for each meeting. All agreed.
 - Treasurer’s Report – McGill
- District Committees – Kunst
 - Board of Trustees – The next meeting is 12/19 and it is an operational meeting so there are no new agenda items.
 - District Governance Council – The next meeting is 12/11 at CE.
 - District Budget Planning and Development Council – The next meeting is 12/4 via Zoom.
 - District Strategic Planning Committee – The next meeting is in March.
- Campus Committees
 - College Council – Kunst/Sampaga
 - Approved a standing committee reporting form, sunshined the CGH Change requests which will approved at the next meeting, and heard a campus safety presentation from GAIA Workgroup. **Pacheco** asked if we wanted to invite Carrasquillo and Alsup to a meeting to present. All agreed. **Pacheco** will send an email invitation and cc Kunst.
 - Student Success Committee – Kunst/Sampaga
- Others
 - SPAA Campus Rep – Herivaux
 - AFT Campus Coordinator – Moore

H. **Review of Action Items** – Highlighted in blue above.

I. **Announcements** – There were no announcements.

J. **Adjournment** – The meeting adjourned at 11:23 am.

K. **Next Scheduled Meeting**

Tuesday, December 17th, 2024, from 10:30 am – 12:00 pm, L-108/Zoom

San Diego Miramar College 2020 – 2027 Strategic Goals

1. **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success
2. **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success
3. **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making
4. **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, equity efforts, and community partnerships
5. **Diversity, Equity, and Inclusion** - Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community

ACCJC Accreditation Standards (Adopted June 2014)

1. Mission, Academic Quality and Instructional Effectiveness, and Integrity.
2. Student Learning Programs and Support Services.
3. Resources
4. Leadership and Governance.

Classified Senate 2024 Priorities

1. Engagement & Participation
2. Cross-Constituency Collaboration
3. Professional Development
4. Classified Professional Staffing