SAN DIEGO MIRAMAR COLLEGE
CLASSIFIED SENATE MEETING MINUTES
DATE: TUESDAY, MAY 20th, 2025
TIME: 10:30 AM – 12:00 PM
LOCATION: L-108 AND 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	Brenda O'Connor	2023 – **2025**
Classified Senate Treasurer	**Vacant**	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	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

Visitors: Maribel Flores, Daniel Miramontez, Patricia Manley, Cheyanna Morence, Danna Aguilar, Jannet Aguilar, Jeanette Moore, and John Abbot.

Vacancies: Treasurer

A. **Call to Order -** 10:32

B. **Permission to Record Meetings** – There was consensus to record the meeting.

C. **Land Acknowledgement -** We recognize that San Diego Miramar College sits on the ancestral homeland of the Kumeyaay people, who have lived in this area for well over 10,000 years, and we honor their past, present, and future connection to this land and its inherent connection to their identity.

D. **Approval of Agenda and Minutes**
   - Approval of 2025-05-06 CSEN agenda - Campbell made a motion to approve. Seconded by Slatten. There were 11 yay votes, 0 nay votes, and 0 abstention. The motion carried.
   - Approval of 2025-04-15 CSEN minutes - Slatten made a motion to approve. Seconded by Campbell. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
   - Approval of 2025-05-06 CSEN minutes - Campbell made a motion to approve. Seconded by Slatten. There were 10 yay votes, 0 nay votes, and 1 abstention. The motion carried.

E. **Public Comment** - None

F. **Old Business:**

#	Item	Time	Strategic Goal(s)	Accreditation Standard(s)	Initiator
1	Shared Governance Committees Update (standing item) – update on appointments and continued vacancies. Attachment: PG Vacancy Report for CSEN for 2024-2025.docx; PG Vacancy Report for CSEN for 2025-2026.docx	1	3	4	Sampaga

	Kunst reiterated the importance of committee membership and emphasized that appointments are first come, first served. **Kunst** asked that those interested in serving contact her by May.				
2	**SECOND READ/VOTE:** Program Viability Process Attachment: Program Viability Process (PROASC Rec. 4.7.25) **Manley** shared the complete overhaul of the process of starting and ending programs. The procedures of other colleges were looked at. **Manley** added that classified positions are covered when new positions are created, further adding that funding should not be taken away from other programs. Additionally, there is procedure to allow for program modification before it gets to the point that a program must be discontinued, and we don't lose those students to alternative programs. **Pacheco** made a motion to approve the Program Viability Process. Seconded by **Sampaga**. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.	10	1, 2, 3, 4, & 5	I, II, III, & IV	Kunst/ Manley
3	**SECOND READ/VOTE:** Final Recommendations of the Budget Process Workgroup Attachment: Final Recommendations of the BPWG; Future Goals and Questions Feedback from last time will be carried forward. **Slatten** made a motion to approve the Final Recommendations of the Budget Process Workgroup. Seconded by **Campbell**. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.	10	3, 4, & 5	III & IV	Kunst
4	**SECOND READ/VOTE:** Annual Planning Calendar Attachment: Miramar Annual Planning Calendar-Cycle (PIER Rec 4.25.25) **Miramontez** shared that the PIER committee puts together a calendar of target dates for college-wide planning processes, such as program review. Instructional program reviews are due in April. All others are due in the fall semester. The process starts in September and ends in May. Repeats yearly. **Sampaga**- when do we hear feedback from the planning and equity summits? **Miramontez** responded that results of feedback from college-wide summits are posted on the Miramar website. **Halligan** made a motion to approve the Annual Planning Calendar. Seconded by **Acain**. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.	5	3 & 4	IV	Miramontez
5	Technology Questionnaire Update **O'Connor** shared that the questionnaire is ready to be sent out. CSEN doesn't want to wait long to be sent out. Will be	2			O'Connor/Sampaga/Pacheco

#	Item	Time	Strategic Goal(s)	Accreditation Standard(s)	Initiator
	available at the Classified Carnival.				
6	Elections Committee Update – Results and Ratification Vice President – Carol Sampaga, 2025-2027 Treasurer – Elizabeth Whitsett, 2025-2026 Secretary – Brenda O'Connor, 2025-2027 Senator at Large- John Abbot, 2025-2027 Senator at Large – Steve Slatten, 2025-2027 Senator at Large – Eileen Fuerte, 2025-2027 **Campbell** motioned to approve the election results and add Brenda O'Connor and Elizabeth Whitsett to SDCCU Bank account (removing Sandra Marquez and Meredith McGill, respectively). Seconded by **Halligan**. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.	2	3	III	Kunst/Neff
7	Classified Awards and Year End Carnival Update June 4th. The theme is Camp Miramar. More focus on activities. Will need volunteers. Nominations are open. Vote now Chancellor, Trustees, and AFT President will be there. Inviting managers to attend and participate.	3	3	III	Kunst/Neff

G. New Business

#	Item	Time	Strategic Goal(s)	Accreditation Standard(s)	Initiator
1	TIME CERTAIN: 10:35 AM MESA Program Presentation *Guest Presenter: Maribel Flores, MESA Program* Attachment: Sp_mesa_presentation.pptx, **Flores, Aguilar,** and **Aguilar** shared that the MESA program supports underrepresented students in STEM. There is a broad network of alumni and programs at community colleges and 4-year universities. MESA students have a high acceptance rate for UC. The MESA program provides mentoring, tutoring, and workshops for students. Community based and course clustering. Aguilar and Aguilar provided an overview of program requirements and invited all to attend the MESA graduation on the upcoming Thursday. **Acain** – how many students are currently in the program? **Flores**- 57 students and 18 are graduating in spring 2025. **Acain** – Is the application open year-round? **Flores** – Students can apply at any point.	15	1, 2, 3, 4, & 5	I, II, III, & IV	Kunst/ Flores
2	Update on 32-hour work week	20	3	IV	Schmeltz

	Moore – negotiations are still ongoing. Coming down to the money. Not likely to get approved by the end of the semester. **Acain** – We've had conversations about meeting in the middle and not starting at 32 or phasing into 32 hours. **Moore** – this approach is not effective. **Sampaga** – Why would the budget be impacted? **Moore** – some folks claim that we would have to backfill positions to get to the equivalent of 40 hours of work a week. We should not have to hire more people. We streamline processes to be more efficient. **Slatten** added that 32 hrs. doesn't have to be 5 days a week. **Moore** added that, personally, she feels that generally management may need additional training to properly manage this situation. **O'Connor** added that district management relies on NANCE reliance when convenient rather than hiring needed staff or addressing workload and workflow issues. **Pacheco** shared frustration regarding being forced to carry out more duties with little support. Echoing that management needs more training. **Pacheco** also emphasized that our mission as a college is not to generate profit, but to provide support for student success. **Kunst** added that we need to serve students and meet their needs. **Pacheco** added that we should not be asked to sacrifice our work life balance and mental health. **Moore** – added that she personally feels the need to ask the question, "what makes other people's time more important than us?" Especially since other district employees are not required to be on campus for 40 hours. **O'Connor** added that we need to show our worth as classified employees and why our mental health matters. **O'Connor** added that maybe the idea of a strike needs to entertained. **Sampaga** –added that Classified are the backbone of the college and that supervisors only need to work 4 hrs. a day on campus. **Moore** shared that any of those who have ideas or concerns relating to AFT are welcome to talk to her and added the importance of treating others as human rather than titles.				
3	AFT's Classified Professional Development Funding Process ==**Schmeltz** was unable to attend, so this will be discussed in a future meeting.==	5	3	IV	Schmeltz
4	Classified Hiring Impact Rubric Taskforce – 2-4 people **Kunst, Sampaga. Halligan, Acain, O'Connor,** and **Morence** all volunteered.	5			Kunst
5	50% Law Audit Attachment: 50 Percent Law Audit Presentation DGC **Kunst** shared the outcome of the 50% law audit purely for	5	3 & 4	IV	Kunst

	informational reasons for those interested in reading in their own time.				
6	**FIRST READ**: Miramar College Technology Plan Attachment: Miramar College Technology Plan May 2025 The Classified Senate will review the Miramar College Technology Plan during the Fall semester.	5	1, 2, 3, 4, & 5	I, II, III, & IV	Kunst/Hill
7	CGH Change Request – GP & PD Coordinator Roles Attachment: CGH Change Request-GP & PD Coordinator Roles; PDC; Student Success Committee **Kunst** – Certain faculty reassigned time positions are disappearing due to the end of guided pathways funding.	5	3	IV	Kunst
8	Classified Senate Meeting Schedule 2025 – 2026 Attachment: DRAFT 2025-2026 CSEN Calendar The date and time of regular meetings will remain the same. Due to different work schedules, the date and time of the executive meetings will likely change. **Slatten** made a motion to approve the Classified Senate Meeting Schedule 2025-2026. Seconded by **Campbell**. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.	5	3	IV	Kunst
9	Summer Retreat Planning (if time allows, otherwise via email) **Kunst** will plan via email.	5	3	IV	Kunst

H. Committee Reports/Other:

- Executive Council
    - President's Report – Kunst
        - Working on an MOU with ASU Dreamscape.
    - Vice President's Report – Sampaga
    - Treasurer's Report – Kunst: Current Balance - $3,131.28
- District Committees – Kunst
    - Board of Trustees – **The next Board meeting is June 12th.**
    - District Governance Council - **The next meeting is June 4th.**
    - District Budget Planning and Development Council – **The next meeting is June 4th.**
    - District Strategic Planning Committee – **The next meeting is TBD.**
- Campus Committees
    - College Council – Kunst/Sampaga
    - Student Success Committee – Kunst/Sampaga
- Others
    - SPAA Campus Rep – Herivaux
    - AFT Campus Coordinator – Moore

I. Review of Action Items

J. Announcements

K. Adjournment

I. **Next Scheduled Meeting**
Tuesday, September 2, from 10:30 am – 12:00 pm, L-108/Zoom **(pending approval of calendar)**
Link: https://sdccd-edu.zoom.us/j/9072146069 | 907 214 6069

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 2024)
1. Institutional Mission and Effectiveness
2. Student Success
3. Infrastructure and Resources
4. Governance and Decision-Making

Classified Senate 2024 Priorities
1. Engagement & Participation
2. Cross-Constituency Collaboration
3. Professional Development
4. Classified Professional Staffing