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## College Council Meeting Minutes

### San Diego Miramar College

9/9/2025 • K1-202/[Zoom](#) • 1:00 pm – 2:30 pm



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

**Co-Chair:** Malia Kunst, 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</b>	Classified Senate President: <b>Malia Kunst</b>	Academic Senate President: <b>Rodrigo Gomez</b>	ASG President: <b>Ariella O'Garro (absent)</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>Adam Halaseh</b> <a href="mailto:Adamhalaseh9@gmail.com">Adamhalaseh9@gmail.com</a>
Vice President of Administrative Services: <b>Maria Battisti</b>	Classified Senate, Senator At-Large: <b>Arnice Neff</b>	Chair of Chairs: <b>Mary Kjartanson</b>	Designee: <b>Anchal Verma</b> <a href="mailto:Averma001@student.sdccd.edu">Averma001@student.sdccd.edu</a>

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

**Guests:** Daniel Miramontez, Nessa Julian, Cheryl Barnard, X Ruiz, Jeff Orgera, Patti Manley, X Ruiz, Ivan Valdovinos Gutierrez, Rachel Martinez, Martin Gonzalez

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

- A. **Call to Order** – The meeting is called to order at 1:04 pm.
- B. **Permission to Record Meeting** – 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** – **Carrasquillo** made a motion to approve the 9-9-25 meeting agenda. Seconded by **Sampaga**. There was no discussion. There was no opposition or abstentions. The motion carried.
- E. **Approval of Minutes** – **Sampaga** made a motion to approve the [8-26-25 meeting minutes](#). Seconded by **Carrasquillo**. There was no discussion. There was no opposition or abstentions. The motion carried.
- F. **Public Comment** - There was no public comment.
- G. **Committee Reports/Other (2-3 minutes)**
  - **President's Report – Gonzales (for Lundburg)**, refer to recent President's Update. Attended Chancellor's Cabinet meeting this morning. A couple things to share. Continue to watch happenings with federal dollars. Not worried about it but being cautious. Measure HH: at this Thursday's Board meeting, bond positions are on the agenda (i.e., project managers). Kick off of a lot of activity over the next decade (or so).
  - **AS Report – Gomez** shared they had to cancel the first A.S. meeting due to tech issues; working to resolve those and will meet on 9/16. AI working group, CRM presentation, curriculum updates, and role of new senators will be discussed.
  - **CS Report – Kunst** shared that they met on 9/2. Reviewed initial technology questionnaire results, disaggregating by division and will make recommendations to the tech committee. Forming a task force to develop the Classified Hiring Prioritization Impact Rubric. Update on

new Classified CBA contract and tentative 36-hour work week pilot. First read of Technology Plan. Starting work on classified professional, professional development plan and training for new classified professionals. Also discussed dues and fundraising. Review our constitution and bylaws. **Sampaga** noted that we had 77 respondents out of about 130 for the technology questionnaire. Want to break it out by division to see where any issues lie. **Neff** noted it might not be on the instructional side but student services. **Gonzales** and **Barnard** confirmed student services computers were all upgraded 3 or 4 years ago. More to come.

- **ASG Report – Verma** shared ASG has had two meetings, recent meeting elected new senators. New treasurer is here. Electing new senate representatives this Friday, too.
- **Other** – There were no other reports.

#### H. Old Business:

#	Item	Initiator
1	<p><i>Equity, Justice, Inclusion, and our role in moving things forward (standing item)</i></p> <ul style="list-style-type: none"> <li>- <u>Kaleidoscope</u>: Affinity groups have moved into their spaces but still are working to get everything set up. Looking to possibly open spaces at the end of this month (on the 29<sup>th</sup>). Still waiting for student lounge so won't have a grand opening until the spring, when that space is ready. Information will be sent out to the campus.</li> <li>- <u>Affinity groups</u>: working on advisory groups (PEARL, Black Excellence, NASSSP, Latinx).</li> <li>- Staff: Maribel Flores is the new Admin tech for LEAD. Viki Eagle resigned, working to fill this position, pending a change in classification.</li> <li>- <u>Heritage months</u>: working on collecting event information for Latinx Heritage month. Will also include and HSI week.</li> <li>- <u>PEARL</u>: 6 hot spots available for students to check out, paid for by the state, until the end of the semester. AG – do they have to be in the program? NJ – AANPHI identified student, interest form, and verify with financial aid and then send info to the state.</li> <li>- <u>Black Excellence</u>: sending out information to campus regarding campus group reconvening.</li> <li>- <u>JEDI</u>: DEI group for the region (equity leads, faculty connected to equity offices, district office, etc.). meet monthly regarding DEI PD for region.</li> <li>- <u>CREATE</u>: last semester of grant so last cohort, looking into ways to institutionalize this work</li> <li>- <u>SEP</u>: have our first draft ready, will go to SSC this week, will be reaching out to governance committees to present, also hosting an open forum next week on Wednesday.</li> <li>- <b>Equity Summit</b>: will utilize this time to think through the equity plan and put some actions in place. <b>Save the Date: Friday, October 24<sup>th</sup></b>. <b>Carrasquillo</b> added the summer workgroups did amazing, and actions are already being taken. Very exciting! <b>Neff</b> asked about "wear orange day." <b>Julian</b> responded, yes, have some passive programing and will send out information to the campus.</li> </ul>	Julian/ Carrasquillo
2	<p><i>Grants &amp; Initiatives Subcommittee (standing item)</i></p> <p>There was no report.</p>	Battisti
3	<p><i>Restorative Practices (standing item)</i></p> <p><b>Kunst</b> shared that <b>Pecenco</b> and <b>Moore</b> had conflicts with today's meeting. We are working to set up a meeting with <b>Lundburg</b> to discuss next steps and should have an update next time.</p>	Pecenco/ Moore
4	<p><i>Website Advisory Committee/Group (standing item)</i></p> <p><b>Next meeting: September 24<sup>th</sup>, 3:00 pm – 4:00 pm, on Zoom</b></p> <p><b>Kunst</b> noted that the group meets soon and will be working to close some loops. Turning this into the website advisory group which will be led by Kurt hill and the webservices team. Hopefully, by end of semester.</p>	Lundburg/ Battisti/Hill
5	<p><b>SECOND READ: Program Viability Process</b></p> <p><b>Attachment: <a href="#">Program Viability Process – PROASC Rec 4-7-45</a></b></p> <p><b>Manley</b> shared that there has been no additional feedback since the first read and it has been reviewed and approved by each constituency. It is ready for approval here. <b>Odu</b> made a motion to approve the Program Viability Process. Seconded by <b>Kjartanson</b>. There was no discussion. There were no objections or abstentions. <u>The motion carried.</u></p>	Miramontez /Manley
6	<p><b>SECOND READ: 2025-2026 Annual Planning Calendar/Cycle</b></p> <p><b>Attachment: <a href="#">Annual Planning Calendar/Cycle PIERC Rec 4-25-25</a></b></p> <p><b>Miramontez</b> shared that there has been no additional feedback (same as last time) and it has been reviewed and approved by each constituency. <b>Odu</b> made a motion to approve the 2025-2026 Annual Planning Calendar/Cycle. Seconded by <b>Neff</b>. There was no discussion. There were no objections or</p>	Miramontez

	abstentions. <u>The motion carried.</u>	
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**I. New Business:**

#	Item	Initiator
1	<p><i>Puente Workgroup Report</i>  <a href="#">Attachment: Puente Program Implementation Exec Summary</a>  <b>Gonzales</b>, full report attached, will focus on a few areas. He thanked the workgroup members (see report for names, insert here). English faculty. 50% counselor. Here, counselors teach PERG as an overload assignment. CP at 25% or NANCe at 10 hours per week. Facilities? No impact, but anticipate they will need to meet with students, which could happen in any available space, like the library. Impact – in-kind support, Puente Categorical funds, and general college funds. He reviewed the estimated/proposed budget. Total financial impact is about \$220k. Does not include the in-kind support. Looking at \$100k of college financial support. <b>Next steps: constituents to review with their constituent groups and share their vote at the next CC meeting (hopefully).</b> <b>Neff</b> – NANCe can't do some of that work so it will fall on a classified so just want to make sure that is known. <b>Gonzales</b> – good point; classified would be in-kind. Specifically asked certain areas to review this and share any concerns. <b>Neff</b> – can't pay classified honorarium? <b>Gonzales</b> – can use the funds that way but have follow our district policy. <b>Carrasquillo</b> – next steps for administrators? <b>Gonzales</b> – requesting presentation from state, but not the hard part. Hard part is making sure constituencies have time to review and converse so we can meet the deadline and complete the summer training. <b>Carrasquillo</b> – people are ready to get this going. Learning communities are it and we don't have to wait; some things are already happening. <b>Odu</b> – thank you. We are already doing some of this, but good point regarding workload for classified. Are we willing to reimagine how we do our work? On the Administrator side, we will do the work. <b>Gonzales</b> – impact to general counseling unit by having counselors reassigned; want to be mindful of this. We get zero adjunct backfill dollars from the district. <b>Kjartanson</b> – what about math? <b>Gonzales</b> – originally English but a few years ago, added a math track. Some colleges do both, so we would have to decide. <b>Carrasquillo</b> – idea is to pair math and English. <b>Kjartanson</b> – how successful are these students? Sounds like a wrap around service. <b>Gonzales</b> – really good results; started as research project so years of data. If we get English and math done quickly, students are more successful, and that initiative came from this program. <b>Kjartanson</b> – so could use this as a pilot or model for all students as well? <b>Odu</b> – yes. <b>Carrasquillo</b> – and to close equity gap, only 18 students to go. <b>Gonzales</b> – only takes one person to change a student's life. Student: difference between math only track and English only track vs. Both tracks? AG – this report focused on the program, but that will definitely be a part of the administrator's conversation. We can also use this model without the Puente. Part of the conversation. Most concerning part of the budget is the 4s and 5s; other stuff, feel like we can work out. <b>Halaseh</b> - what about work-study or other staff available? <b>Gonzales</b> – required by the program, but if we did this on our own, it could look different. <b>Carrasquillo</b> – noted English class caps are 25 (in contract). <b>Gonzales</b> – good point, lots of nuances and things to be worked out. <b>Barnard</b> – not really about numbers, let's do this with intention.</p>	Gonzales
2	<p><i>Gender Neutral Bathrooms</i>  <b>Ruiz</b> shared that he was ASG VP last semester, but had scheduling conflicts, and wasn't able to make the meeting. He heard from constituents that there is a requirement for gender neutral bathrooms on campus. <b>Gonzales</b> responded if there is new legislation, please share, but haven't heard of any new requirements. We do have two gender neutral bathrooms on campus already with the intention of adding one more to the I-building as part of the overall remodel. <b>We can send you the locations of these to share.</b> <b>Battisti</b>, correct; only new addition right now is for I-Building. <b>Kunst</b> added there will probably be more opportunities when we get into measure HH planning. District group has shared at DGC so already a part of the conversation. <b>Battisti</b> agreed. <b>Gonzales</b> added that he would also advocate for more family restrooms.</p>	Ruiz
3	<p><i>Mission Statement Review</i>  <a href="#">Attachment: SDMC Planning Cycles Alignment Grid</a>  <b>Miramontez</b> shared a general outline of how timelines and cycles come together. Process is kicked off with a review of the mission statement which will start this Friday at the PIER committee. Needs to be approved by the end of the semester. Goes to the Board for final approval. <b>Carrasquillo</b> – when would you like to bring that to senate? <b>Miramontez</b> – will look at dates and get back to you. <b>Carrasquillo</b> – can we get this mission statement translated into other languages? <b>Miramontez</b> – don't see an issue, just need to figure it out. <b>Gonzales</b> – great idea, seems doable.</p>	Miramontez

4	<p><i>College Initiatives Webpage – informational item</i></p> <p><b>Attachment:</b> <a href="#">College Initiatives Webpage</a></p> <p><b>Kunst</b> shared that the College Initiatives page is an outcome of the Website Review Taskforce. The President’s Office is tasked with managing this page and sharing, informationally, at College Council. Initially, we collected information on things that were happening at on campus. We brought some ideas forward and they were reviewed by the website taskforce and President’s Cabinet. She has initiated the process for this year but has not made any updates yet. These initiatives should come from somewhere, a committee, division, etc. not from individuals. <b>Any initiatives can be shared with Kunst, which she will review with Lundburg.</b></p>	Lundburg/ Kunst
5	<p><i>College Council Goal Setting 2025-2026</i></p> <p><b>Attachment:</b> <a href="#">Standing Committee Reporting Form</a></p> <p><b>Kunst</b> shared that we developed and approved the standing committee reporting form last fall with the intention of piloting it in the spring, which didn’t really happen. We are piloting it this year, and she presented this at Fall Convocation, in conjunction with the committee coordination plan. The intent is for committees to set goals, turn those into College Council, and host a summit later this fall, where we can review and discuss those goals and provide support to committees. She and Lundburg discussed and think that College Council should do this as well. DISCUSSION. <b>Kunst will prepare the form with the three discussed goals and bring back to the next meeting.</b></p>	Lundburg/ Kunst

**J. Action Items:** Highlighted in blue throughout.

**K. Announcements:** Manley, 100% completion for program review!

**L. Adjourn:** The meeting was adjourned at 2:25 pm.

**M. Next Scheduled Meeting:** Tuesday, September 23<sup>rd</sup>, 2025, from 1:00 pm – 2:30 pm in Room K1-202/Zoom

**Link to recording:** [https://sdccd-edu.zoom.us/rec/share/tdB29SzeGKaDuGbDc4SaEvf5J6bxuSKZ\\_Jl-Si3y3Q72Un5-HcCOZWuMfk8wagZO.Qscj\\_xRvME5JoYK7](https://sdccd-edu.zoom.us/rec/share/tdB29SzeGKaDuGbDc4SaEvf5J6bxuSKZ_Jl-Si3y3Q72Un5-HcCOZWuMfk8wagZO.Qscj_xRvME5JoYK7)