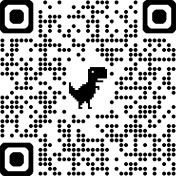


**Officers and Senators**

**SAN DIEGO MIRAMAR COLLEGE CLASSIFIED SENATE MEETING MINUTES**

**DATE: TUESDAY, SEPTEMBER 16, 2025**

**TIME: 10:30 AM – 12:00 PM LOCATION: L-108 AND** [**ZOOM**](https://sdccd-edu.zoom.us/j/9072146069)[**2025 – 2026 MEETING CALENDAR**](https://sdmiramar.edu/sites/default/files/2025-08/final_2025-2026_csen_calendar.pdf)

|  |  |  |
| --- | --- | --- |
| Classified Senate President | Malia Kunst | 2024 – **2026** |
| Classified Senate Vice President | Carol Sampaga | 2025 – 2027 |
| Classified Senate Secretary | Brenda O’Connor | 2025 – 2027 |
| Classified Senate Treasurer | Elizabeth Whitsett | 2025 – **2026** |
| Classified Senate Senator at-Large | John Abbott | 2025 – 2027 |
| Classified Senate Senator at-Large | Bill Pacheco | 2024 – **2026** |
| Classified Senate Senator at-Large | Steven Slatten | 2025 – 2027 |
| Classified Senate Area Senator (1) | Eileen Fuerte | 2025 – 2027 |
| Classified Senate Area Senator (2) | Adrian Acain | 2024 – **2026** |
| Classified Senate Area Senator (3) | Adam Vincej (Proxy: Lynne Campbell) | 2024 – **2026** |
| Classified Senate Area Senator (4) | Rachel Halligan | 2024 – **2026** |
| Classified Senate Area Senator (5) | Arnice Neff | 2024 – **2026** |

**Visitors:**

Carmen Carrasquillo, Nessa Julian, and Chloe Garcia.

**Vacancies**

None

1. **Call to Order:** 10:44 am
2. **Permission to Record Meetings** – There was consensus to record the meeting.
3. **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.
4. **Approval of Agenda and Minutes**
   * Approval of 2025-09-16 CSEN agenda. **Slatten** made a motion to approve. Seconded by **Sampaga.** There were12 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
   * [Approval of 2025-09-02 CSEN Minutes. **Sampaga** made a motion to approve. Seconded by S**latten**.](https://sdmiramar.edu/sites/default/files/2025-09/2025-09-02_csen_minutes.docx) There were12 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
5. **Public Comment** - None
6. **Old Business:**

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| **#** | **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 2025-2026.docx.  **Kunst** shared that we have a 70% fill rate. | 1 | 3 | 4 | Sampaga |
| 2 | Technology Questionnaire for Classified Professionals Report  ***(waiting on results disaggregated by division)***  Attachment: [Technology Questionnaire Report\_Final.](https://sdmiramar.edu/sites/default/files/2025-08/technology_questionnaire_for_classified_professionals_final.pdf)  No update at this time. | 5 | 1, 2, 3, 4, & 5 | I, II, III, & IV | O’Connor/  Sampaga/ Pacheco |
| 3 | **SECOND READ**: Miramar College Technology Plan Attachment: [Miramar College Technology Plan May 2025.](https://sdmiramar.edu/sites/default/files/2025-05/miramar_college_technology_plan_draft_may_2025.pdf)  **Kunst** reviewed the plan. **Pacheco** shared that he would like to see a stronger focus on equity in accordance with strategic goal V and recommends that the guiding principles of the plan be reevaluated. He also recommended that there be a classified tri-chair. **Kunst** added that creating a tri-chair would be a governance issue and not relevant to the technology plan.  **Pacheco** will provide more information in regard to the district technology plan. | 10 | 1, 2, 3, 4, & 5 | I, II, III, & IV | Kunst/Hill |

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| 4 | Classified Professionals – Professional Development Plan (standing item)  Attachment: [Classified\_PD\_Plan\_Draft\_1;](https://sdmiramar.edu/sites/default/files/2025-08/classified_pd_plan_draft_1.docx) [DRAFT Poll.](https://forms.office.com/r/R7neBaXdVX)  **Kunst** shared that she created a poll that would collect data about what kinds of professional development classified professionals would like to see. She hopes it will be as robust as possible.  **Kunst** will share with the classified DL. | 5 | 3 & 4 | IV | Kunst |
| 5 | Training for New Classified Professionals (standing item) Attachment: [DRAFT Training Plan for New Classified](https://sdmiramar.edu/sites/default/files/2025-09/draft_training_plan_for_new_classified.docx);  [Contract Onboarding Check Off List.](https://sdmiramar.edu/sites/default/files/2025-09/contract_onboarding_check_off_list.pdf)  **Kunst** shared the resources that she has collected that could be helpful for new employees. **Kunst** hopes to create a general guide to ensure that all employees have the same basic knowledge while their manager will provide specific training. **Pacheco** stressed that he would like to see administration and AFT take on a bigger portion of the training process. **Kunst** also clarified that the training additive mentioned in the new contract would only be eligible when training someone in a high classification.  **Fuerte** added that she would like to see employees get a welcome package and asked if it would it be possible to get credit or discount from the bookstore for employees to get swag. **O’Connor** shared that AFT does do training for faculty and staff at other campuses. | 10 | 3 & 4 | IV | Kunst |
| 6 | Dues Drive/Fundraising (standing item)  Attachment: CSEN Dues-Fundraising 2025.docx.  Pushed to the October 7th meeting. | 10 | 3 & 4 | IV | Kunst |

1. **New Business**

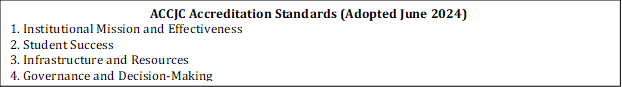
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| --- | --- | --- | --- | --- | --- |
| **#** | **Item** | **Time** | **Strategic Goal(s)** | **Accreditation Standard(s)** | **Initiator** |
| 1 | **TIME CERTAIN: 10:30 AM**  2025-2028 Student Equity Plan  Attachment: [25-28 SEP Goals, Strategies, and Highlights](https://sdmiramar.edu/sites/default/files/2025-09/25-28_sep_goals_strategies_highlights.pdf)  **Carrasquillo** expressed the equity struggles on campus, including funding, campus culture, etc. Despite struggles, we need to persevere for our students. A group of faculty and staff collected data and created equity metrics and created equity goals and strategies. **Carrasquillo** provided an overview of the different metrics for different groups and how goals depend on populations. She also stressed the importance of paired courses, using qualitative and quantitate data, as well as focusing on building community and trust with communities experiencing equity gaps. **Julian** shared that they have gone through formal and informal processes to ensure that the SEP is inclusive, race conscious, and data and outcome driven. **Julian** also shared the areas that were identified as barriers, such as resources, data, representation in staffing, professional development, culturally responsive programs, and culturally responsive curriculum. **Julian** also stressed that this is a living document.  **Sampaga** asked about classified professionals’ place in the word group and asked about why classified staff are not on the list of approvers. **Julian** responded that approvers are set by the state. **Julian** also acknowledged the importance of classified staff in equity work. **Kunst** recommended having a campus sign off page to acknowledge all groups who contributed, which would include the Classified Senate. | 15 | 1, 2, 3, 4, & 5 | I, II, III, & IV | Julian/ Carrasquillo |
| 2 | Puente Workgroup Final Report  Attachment: [Puente Program Implementation Exec Summary.](https://sdmiramar.edu/sites/default/files/2025-09/puente_program_implementation_-_exec_summary_-_fa_25_0.pdf)  **O’Connor** walked through the Puente Workgroup Final Report. They stated that the impact to classified professionals would be isolated to the Dean’s Office staff, likely Liberal Arts, that will oversee the Puente Program at about 10 hours per week. The Puente Workgroup recommends that the college allocate funds to provide NANCE backfill for the hours worked by classified support. **O’Connor** and **Kunst** noted that getting specific feedback from Jeanette Moore would be helpful. **Whitsett** added that she has concerns about the budget impacts of funding a Puente Program.  **Kunst** will report back for the next college council meeting that the Classified Senate generally supports creating a Puente Program on campus | 10 | 1, 2, 3, 4, & 5 | I, II, III, & IV | Kunst |
| 3 | 9+1 Implementation Plan  Attachment: [CSEN 9+1 Implementation Plan. Postponed](https://sdmiramar.edu/sites/default/files/2025-09/csen_91_implementation_plan.pdf)  Pushed to the October 7th meeting. | 5 | 3 & 4 | IV | Kunst |
| 4 | Proposed Amendment to Bylaws  Attachment: [Classified Senate Constitution & Bylaws\_092025](https://sdmiramar.edu/sites/default/files/2025-09/classified_senate_constitution_and_bylaws_september_2025_track_changes.docx) [(Track Changes). postponed.](https://sdmiramar.edu/sites/default/files/2025-09/classified_senate_constitution_and_bylaws_september_2025_track_changes.docx)  Pushed to the October 7th meeting. | 5 | 3 & 4 | IV | Kunst |
| 5 | Review of BAM and CAM for 2025-2026  Attachment: [25-26 BAM Adopted;](https://sdmiramar.edu/sites/default/files/2025-09/fy_25-26_bam_adopted.pdf) [25-26 CAM Adopted;](https://sdmiramar.edu/sites/default/files/2025-09/fy25-26_adopted_cam_-_final.pdf) [25-](https://sdmiramar.edu/sites/default/files/2025-09/fy_2025-26_adopted_budget_9-11-2025_draft.pdf) [26 Adopted Budget Presentation. Postponed.](https://sdmiramar.edu/sites/default/files/2025-09/fy_2025-26_adopted_budget_9-11-2025_draft.pdf)  Pushed to the October 7th meeting. | 20 | 3 & 4 | IV | Kunst |
| 6 | 2022-2024 Annual Security Report  Attachment: [22-24 Safe and Sound Annual Report.](https://sdmiramar.edu/sites/default/files/2025-09/2022-2024_safe_and_sound_annual_security_report.pdf)  Pushed to the October 7th meeting. | 10 | 3 & 4 | IV | Kunst |

1. **Committee Reports/Other:**
   * Executive Council
     + President’s Report – Kunst
     + Vice President’s Report – Sampaga
     + Treasurer’s Report – Whitsett: Current Balance - $668.30 (checking); $22.55 (savings)
   * District Committees – Kunst
     + Board of Trustees – **The next Board meeting is September 25th (Study Session).**
     + District Governance Council - **The next meeting is October 29th.**
     + District Budget Planning and Development Council – **The next meeting is October 1st.**
     + District Strategic Planning Committee – **The next meeting is September 30th.**
   * Campus Committees
     + College Council – Kunst/Sampaga
     + Student Success Committee – Kunst/Sampaga
   * Others
     + SPAA Campus Rep – Herivaux
     + AFT Campus Coordinator – Moore
2. **Review of Action Items**
3. **Announcements**
4. **Adjournment**
5. **Next Scheduled Meeting**

Tuesday, October 7, from 10:30 am – 12:00 pm, L-108/Zoom 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



[**Classified Senate 2024 Priorities**](https://sdmiramar.edu/sites/default/files/2024-08/csen_priorities_2024.pdf)

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