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College Council Meeting Minutes

San Diego Miramar College

8/26/2025 • L-108/[Zoom](#) • 1:00 pm – 2:30 pm



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

Co-Chair: Malia Kunst, 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: Rodrigo Gomez	ASG President: Ariella O'Garro (absent)
Vice President of Student Services: Adrian Gonzales	Classified Senate Vice President: Carol Sampaga	Academic Senate Vice President or President-Elect: Carmen Carrasquillo	Designee: Anchal Verma
Vice President of Administrative Services: Maria Battisti	Classified Senate, Senator At-Large: Arnice Neff	Chair of Chairs: Mary Kjartanson	Designee: David Yang

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

Guests: Daniel Miramontez, Nessa Julian, Cheryl Barnard, Lisa Cole-Jones, Patti Manley, Jeff Orgera, Jennifer Pena, Claudia Estrada-Howell, Sonny Nguyen, Lisa Munoz, Laura Pecenco.

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

- A. **Call to Order** – The meeting was called to order at 1:02 pm. Round of introductions.
- B. **Permission to Record Meeting** – The meeting was recorded by consensus.
- 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 (see notes for New Business Items #1 & #2)** – **Lundburg** reviewed the agenda. **Kunst** noted moving up new business items 1 and 2. No objections. **Odu** made a motion to approve the 8-26-25 meeting agenda. Seconded by **Neff**. There was no discussion. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
- E. **Approval of Minutes**
 - 5/13/25 (ready) – **Battisti** made a motion to approve the 5-13-25 meeting minutes. Seconded by **Kjartanson**. There was no discussion. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
 - 5/27/25 (ready) – **Battisti** made a motion to approve the 5-27-25 meeting minutes. Seconded by **Kunst**. There was no discussion. There were 11 yay votes, 0 nay votes, and 0 abstentions. The motion carried.
- F. **Public Comment** – **Lundburg**, agendas are set by constituencies the week prior. Agenda items should come through constituencies. Not to say not encouraged, but there is a process for it. This way we know there is a unified voice behind it. Others can do this during public comment. Is there public comment? There was no public comment.
- G. **Committee Reports/Other (2-3 minutes)**
 - **President's Report** – **Lundburg**, Miramar ranked #2 in the state on Return on Investment (College Futures Foundation). [Link to article](#). Behind Skyline College in the Bay Area (out of 437 colleges). Mesa and City got the #3 and #4 spots. Budget: Not much to say, looking solid for this year. Things have worked in our favor; more from the Chancellor on this soon. The future is something to worry about; lots of things are unstable. Pivot and respond as needed. He wanted to put that out there to manage expectations because things could turn around. A

lot of folks have been hired in the last five years, so they might not know what to expect. Federal/Immigration Issues: Reading the same news, not much activity here, but over the summer, we did get word that ICE was in North County at Home Depot. Put this out quietly. Will continue to keep you posted on happenings. The district is working on new cards for employees. Measure HH: Gave an update at Convocation. There is plenty of time to be involved in planning. Come out to the Campus Open Forum on September 22nd, at 3:00 pm in L-105 to learn more.

- **AS Report – Gomez**, shared that first exec meeting is today and the first A.S. meeting is 9/2. **Carrasquillo** shared that faculty appointments have been happening so that committees are ready to go for their first meeting.
- **CS Report – Kunst**, shared that the first meeting is on 9/2. We received the results from the Technology Questionnaire that was distributed at the end spring and will review. Two personal goals: 1) Create a Classified Professional – Professional Development Plan and 2) Training for New Classified Professionals. Taking a “For us, by us” approach. Looking forward to the collaboration. **Sampaga** added that we have full exec board this year and are excited that we now have representation from Student Services.
- **ASG Report** – The Exec board has been meeting over the summer to plan out the fall semester. The first meeting is this Friday, from 9:00 am – 11:00 am, in K1-202.
- **Other** – There were no other reports.

H. Old Business:

#	Item	Initiator
1	<i>Equity, Justice, Inclusion, and our role in moving things forward (standing item) – Any applicable updates from the LEAD Office, debrief from recent events, etc.</i> LEAD Office – Viki Eagle has resigned; hoping to bring/keep her on as a consultant to help continue building relationships with our local tribal communities. She has done tremendous work over the last year and we are now on the map. Already put together the program plan that is due to the state in October, planned out fall events, and have some visits to schools. Sad she has moved on but very involved with the community. Working with Carmen (LEAD faculty equity coordinator) to expand options to native students. An ask has been to review our Land Acknowledgement, which we will do over the next year or so. Position will be posted soon; changing from manager to supervisor based on input from the community. PEARL – received mental health grant (thank you Lisa and Cheryl). Worked with Dan Roberts on a campaign through the CRM. Working well (75 students). Working on a calendar of events that are mapped to all goals/outcomes. Starting up the advisory groups for all of our affinity groups. Planning a LatinX heritage month (if planning something, send her information so it can be included). Aware of what is happening federally. Keeping an eye on budgets but won’t stop the work. Maribel Flores is the new Admin Tech for the LEAD Office. • 25-28 Student Equity Plan Update (Timeline) – prepared a timeline of when this needs to go on which agenda, please be on the lookout for this request. Summer workgroups met on Friday. Have already had some themes come out (cohort model, communications strategies – in reach and outreach, professional development, continuing the culture change, etc.). More to come. • <i>Kaleidoscope Resource Centers Update</i> – long process (four years), opening soon (LEAD office just moved in yesterday), and there are spaces for affinity groups, hiring staff on, hoping to open in the next few weeks. Note on student lounge: hoping the space will be done by the end of the semester so we can open in the spring. Bringing over two counselors as well. Want to see how students interact with the space so that drives the programming. Feel free to share any ideas. Lundburg, noted that we often get questions of “why this group and not this one?” He wants to remind people that five years ago, we had nothing. This is amazing progress. We also have Measure HH, and the I-building will be demoed and a new building will be built. More opportunities in the future.	Julian/ Carrasquillo
2	<i>Grants & Initiatives Subcommittee (standing item) – Any updates/reports, if applicable.</i> Battisti shared that this is an ad hoc group and meets as needed to determine collegewide impacts for potential grant opportunities. There are none at this time so there is no report.	Battisti
3	<i>Restorative Practices (standing item) – Any updates, or reports, if applicable.</i> Pecenco shared that she is meeting with Moore next week to discuss plan for the fall semester. We were also able to put in another order of books for our Restorative Practices library; hoping to open soon. CE had reached out with interest and we put them in contact with our consultants, JC and Jessie. Lundburg, noted that he does need to reach out and set up a meeting with her and Moore. Hitting some snags and want to talk that out and perhaps bring something back to the next meeting.	Pecenco/ Moore

4	<i>Website Advisory Committee/Group (standing item) – updates from the committee on concerns raised at previous CC meetings and/or on things pertaining to the website and the opportunity to bring new issues forward.</i> Next meeting: September 24th, 3:00 pm – 4:00 pm, on Zoom Lundburg shared there is nothing to report. The next meeting is 9/24 at 3pm on zoom. This group has been tasked with reviewing the website for ease of navigation and has done a lot of work over the last two years.	Lundburg/ Battisti/Hill
5	SECOND READ: <i>College Governance Handbook Change Request(s)</i> Attachment: CGH Change Form College Council Spring 2025; College Council; Role of Committee Member; CGH Change Form PD & GP Coordinator Roles; PDC; Student Success Committee Kunst reminded everyone that we did not have quorum at our last meeting in the spring so we were not able to approve. To recap: the funding for Guided Pathways and Professional Development Coordinator has sunset and that triggered a change to some of our committee membership structures. Carrasquillo made a motion to approve the Spring 2025 change requests. Seconded by Odu. Lundburg noted he doesn't want new members to feel that you are being compelled to vote on something. Feel free to vote nay or abstain. Not ideal to kick it down the road, but understand and we can. Kjartanson, this sounds like housekeeping because the positions/funding is sunsetting. Lundburg, yes. There was no further discussion. There were 11 yay votes, 0 nay votes, and 0 abstentions. <u>The motion carried.</u> Kunst will update the handbook.	Lundburg/ Kunst

I. New Business:

#	Item	Initiator
1	2025 – 2026 College Council meeting Schedule (move to top of agenda). Attachment: FINAL College Council Schedule 2025-2026 Kunst shared the meeting schedule. She noted that only today's meeting is in L-108. All other meetings will be in K1-202, which is a Hyflex classroom.	Lundburg/ Kunst
2	College Council Charge & Membership – Annual review of handbook pages (move to top of agenda). Protocol for agenda items Attachment: College Council Handbook Pages Kunst briefly reviewed the membership, purpose, and charge for college council. She noted, for this meeting, quorum is 50% + 1 of each constituency. Therefore, we need at least 2 of 3 members, from each constituency present, in order to conduct business. Lundburg shared that this is a governance committee, not operational (i.e., the budget is operational, but we will seek input on the budget). This body makes recommendations to the President, and the President makes the decision. 6 years, only happened 3 times. Pretty good. Centered in our mission. On the admin side, the President and three VPs represent our major divisions: Administrative Services, Instructional Services, and Student Services. IR office and LEAD report to the President's office. Somewhat unusual, but in a good way. Didn't want this office to be a silo, wanted it to be clear it was across the college.	Lundburg/ Kunst
3	Major Campus Events Calendar – information item. Attachment: Miramar 25-26 Major Events V1 Kunst reviewed the Major Campus Events Calendar for 2025-2026 and encouraged people to mark their calendars now. This is a working document. As information becomes available, we will make updates. She will send this out to the DL after today's meeting. Lundburg, plug: first-come, first-served. Especially, if you want a welcome. Try to avoid slots that are already taken.	Kunst
4	Invest in Success – update on annual Foundation Fundraising event. Attachment: Save the Date; Sponsorship Opportunities Cole-Jones gave a quick plug and update on Invest in Success. This is our annual foundation, flagship event. It is geared toward raising funds for scholarships as well as our basic needs programming. If you haven't been, it is very fun. It is on Thursday, October 16th, from 4:00 pm – 8:00 pm at Tom Ham's. We've outgrown our previous venue. Additionally, it will be a full meal this year. We have cost pricing for employee tickets. Also seeking sponsorships. This really helps with the bottom line. She has sent out a lot of requests, but if you have a connection and want her to reach out, she is happy to make a solicitation. Hope to see everyone there! Kjartanson shared that Cole-Jones secured a grant for FIRE/EMT in the amount of \$220K and submitted another request for \$500K. Really appreciate all the support for our students.	Cole-Jones
5	UMOJA & Puente Workgroup Updates Gonzales shared that the Puente workgroup is pretty much done, finalizing report, and should have it ready at the next college council meeting. Umoja will be meeting for the first time soon and will go through the same process as Puente. Hopefully, if we are able to do this, the goal is to get this up and running next full. More to come. Lundburg, thank you for leading those groups. Not a sales pitch, everyone on this campus understands	Gonzales

	the importance of these programs. We know these programs are worth it. They are focusing on how we do it. Please pass on thanks to the workgroups.	
6	FIRST READ: <i>Program Viability Process</i> Attachment: Program Viability Process – PROASC Rec 4-7-45 Manley gave a brief overview of the process. She shared that A.S. and C.S. approved in the spring. This will come back for a second read and approval. Kjartanson asked if this has been trialed. Manley, not exactly, but we incorporated lessons learned/interactive process. Battisti asked if there is a version with track changes. Manley, yes, it is messy but can send it to you if you like. If so, send her an email. Please review and let her know if you have any questions. This will come back for a second read and approval.	Miramontez/ Manley
7	FIRST READ: <i>2025-2026 Annual Planning Calendar/Cycle</i> Attachment: Annual Planning Calendar/Cycle PIERC Rec 4-25-25 Miramontez gave a brief overview of the annual planning calendar. The purpose is to show our planning for the year and the program review process. Fall - shows what steps we will take as an institution to identify needs, and Spring – shows what steps we will take to fulfill those needs. Updates are in red. DE Director = Director of Development and Entrepreneurship, not Distance Education. This is a high-level view of how the college operates. Please review and let him know if you have any questions. This will come back for a second read and approval.	Miramontez
8	<i>Gender Neutral Bathrooms – Discussion topic</i> Kunst noted that X Ruiz was not able to make it to today's meeting. This item will be carried forward to the next meeting.	Ruiz

- J. Action Items:** Highlighted in blue throughout.
- K. Announcements:** **Julian** shared that Tim Wise will be here tomorrow in L-105 from 2:00 pm – 3:30 pm. Please come out. It is an open dialogue.
- L. Adjourn:** The meeting adjourned at 2:13 pm.
- M. Next Scheduled Meeting:** Tuesday, September 9th, 2025, from 1:00 pm – 2:30 pm in Room K1-202/Zoom

Link to recording: https://sdccd-edu.zoom.us/rec/share/XzNER2vbcpijEsluAAYSpAP28ibhKcdvuE_JbkaNcj1FCtwDscaSHxvLjUmlZ9aF.diMKOHxJnK-n2CVb