SAN DIEGO MIRAMAR COLLEGE
CLASSIFIED SENATE MEETING MINUTES

Tuesday, February 9, 2021 • 11:00 a.m. - 12:00 p.m. • Zoom

Attendees: Arnice Neff, Cheyanna Morence, Clarissa Padilla, Rachel Martinez, Rachel Halligan, Jill Griggs, , Val Sacro (proxy for Sara Griswold), Sharilyn Wilson, Sam Shooshtary, Bill Pacheco, Anna Liza Manzo, Sandra Marquez, Lynne Campbell, Damaris Garduno
Guests: Channing Booth, Danielle Short, Laura Murphy, and Marie McMahon

A.   **Approval of the Agenda 11:05 a.m.**
Sacro made the motion to approve the agenda, Neff seconded.

B.   **Approval of Previous Minutes**
1. Classified Senate meeting - November 19, 2020
    Padilla made the motion to approve, seconded by Wilson
2. Classified Senate meeting - December 10, 2020
    Sacro made the motion to approve, seconded by Morence

C.   **Additional items:**
1. Ongoing dialogue: Equity[1]
    Equity Definition Workgroup is currently gathering information on the process to define equity. Findings will be presented to CEC on February 23, 2021. Request was made to add two additional classified seats to workgroup. Motion was made by Young, seconded by Padilla, motion carries.

D.   **New Business:**
1. Guided Pathways Update presented by Channing Booth
    Presented was the Guided Pathways Program Mapper by Channing Booth. Guided Pathways is asking feedback from the campus community on whether or not we will adopt this program mapper. It is currently being used by nearly 100 community colleges and CSUs in California and will be funded through the college's Guided Pathways funding. With this program mapper, students could access career data and information, interest areas, degrees and certificates, as well as programs available. This will help students guide their journey in Miramar College with course planning, semester scheduling, and course options for requirements – it will allow them to put together their own schedule and complete them within four semesters. This will be integrated into the new campus website and eventually be integrated with the college's registration and enrollment system (non app-based application). Maintenance and updates to this program mapper is currently in discussion, along with discussion with District involvement and support. To take a deeper look, request was made to view presentation and provide feedback in the survey:
    https://programmap.bakersfieldcollege.edu/academics
    https://sites.google.com/view/programmappervideoandsurvey/home
    Links to the Bakersfield College and survey website will be emailed to the Classified Senate members. It is encouraged to share to all (including students) to provide as much feedback as possible, as well to share this with the Technology Committee. Reminder was made to read the Miramar College Guided Pathways in Jet News, published monthly that informs the college about the Guided Pathways progress.

2. Hiring Updates
    As position become open, they have been sitting for a long time. Eventually there will be a push to fill these positions as quickly as possible. Hiring committees are being formed for

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[1] Additional items will be addressed contingent upon time.

the Administrative Technician (Business Office), Dean of Public Safety, Senior Secretary (School of Liberal Arts), and EOPS Counselor. There will also be a screening committee for the district's Architect (Master Plan for Facilities). For open positions not mentioned, process begins with Program Review, Dean's and Department Chairs works on positions justifications, this is then sent to the VPA's office for review and is prioritized with the college President. Noted that Senior Secretary, Secretary, Senior Clerical Assistant, Clerical Assistant, and Administrative Technicians will be renamed to Administrative Assistants I to V.

3. CGH: Last Call for Feedback
Deadline for feedback for Draft 2 was February 5, 2021. College Governance Committee will meet to review feedback with the CIA facilitators. Reminder was made that this handbook is a living document and can be modified - updates will be made accordingly.

4. Upcoming Elections
Previously, staggered elections were held to align with the new by-laws. Current positions this year (open for elections) are six senators and the Vice President. Notification will be sent out to solicit four Classifieds to form an elections committee. Ballots are online, one vote identified by one email per person. The Vice President election will go over the DL and the individual senators will have ballots sent directly to the department they represent. Rules and clarification from the by-laws will be sent. Start date for senators will be on July 1, 2021. Looking at forming the elections committee in March, hold elections at the end of March, and announcements are made in April. Neff will be able to provide advice from previous election process. Email will be sent out to solicit volunteers to form election committee, with announcement made during the February 23rd meeting.

5. SDCCD Police Department Preliminary Recommendations
Preliminary recommendations by the taskforce was presented (currently in the exploratory stages). Discussion included training on how to handle angry and/or disruptive students before calling Campus Police, if there is an avenue to engage a student prior to calling Campus Police, and involvement of mental health professionals on campus - there currently isn't a program or interface for these situations. Surveys to involve students as well as all constituencies tailored to each campus as appropriate. Recommendations was sent to the Chancellor's Cabinet and DGC. Concern was raised on the continuation of current police hiring freeze (replacements are being made for four police retirees). Currently there are 30 police officers (from 40), with minimum coverage of 34 sworn police officers to cover the entire district. This is a concern raised because this will compromise the safety of the students, faculty, and staff of the campus (day, evening, and weekends). Presence of police onsite might help deter the recent break-ins, vandalism, and theft that occurred on campus. It was mentioned that the District was looking at a $700k overtime bill. However, with this overtime, clarification was made that police officers are contracted to provide security – this is not an option and is not voluntary.

E.   **Old Business:**
1. College Governance Handbook Update
2. Collegewide Equity Theme and Efforts Update
3. EOPS, CARE, CalWORKs, NextUp Solidarity Statement
4. Collegewide Strategic Goals and Directions Update
5. CARES Act request for funding workbook
6. Reclaiming the Democratic Purpose of California's Public Schools
7. Spring 2021 meeting dates

F.   **Roundtable**
Request was made to have a meeting dedicated to explore equity discussions on campus, within Classifieds, departments, open dialogue, etc. As well, to have a discussion on the college's SEP.

G.   **Announcements:**
Spring 2021 Meeting Dates: Feb 9, Feb 23, March 2, March 16, March 30, April 6, April 20, May 4, May 18, June 8, and June 22

H.   **Adjournment:** 12:15 p.m.

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*San Diego Miramar College Fall 2020–Spring 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