

# MIRAMAR COLLEGE CLASSIFIED SENATE MEETING MINUTES

Thursday, November 7, 2019  
11:00 a.m. - 12:00 p.m., L-108

Attendees: Carrie De Moll, Stanley Herivaux, Sean Young, Sara Haddad, Jill Griggs, Calvin Le, Jill De La Cruz, Sharilyn Wilson, Arnice Neff, Rachel Halligan, Anna Liza Manzo, Sam Shooshtary, Tali McLemore, Damaris Garduno, Clarissa Padilla, Val Sacro

11:06AM

A. **Approval of the Agenda:** S. Shooshtary; Second: S. Wilson

B. **Approval of Previous Minutes:** C. De Moll; Second: A. Neff

C. **Additional items:**

1. **Financial resources for homeless population on campus- tabled for next meeting (D. Garduno)**

2. **Acting President A. Gonzales provided an update on the hiring freeze**

- There is a 30-32 million dollar District deficit.
- Identified across the District are roughly 100 positions vacant; Project approximately 10-13 million in savings.
- In order to hire, department/program area must complete and submit a justification form: 12 vacant on Miramar campus currently, 4-5 restricted funds, with the rest unrestricted.
- Anything restricted can move forward with justification submitted to President's office, which moves through Presidents cabinet for recommendation, then forwarded to HR for verification of funding. Position must be approved by Chancellor. Departments need strong justification.
- Currently there are two faculty hires in Aviation and Biotech. One classified position for chemistry lab technician (health/safety issue realted).
- Miramar is the only college to receive faculty positions.

3. **Acting President A. Gonzales provided an update on the Interim President**

- a. Interim was identified this week. Currently in contract negotiation. Chancellor to give announcement no later than Tuesday, 11/12. Target start date projected for 11/20.

D. **New Business:**

1. **New College President Search Criteria: Qualifications, Qualities, etc.**

- Background in Outreach to diverse groups & DI populations
- Diversity within hiring
- Actual experience in working within diversity initiatives
- Worked in conjunction/support of classified staff and other constituency groups
- Ability to display empathy
- Emotional Intelligence
- Effective collaborator
- Visionary, ability to see "the big picture"
- Advocate of student success & physical investment in professional success
- Success in programs past numbers
- High energy for campus life and social engagement
- Effective and proactive communication and transparency
- Professionally courteous and respectful
- Hands on perspective, supportive and trusting of employees
- Trust of employees to do their jobs effectively without micromanaging
- Approachable
- Passionate
- Overall stability with previous management roles
- Patience
- Ability to accept constructive criticism
- Integrity, ability to admit fault and take ownership
- Generous
- Ability to manage budgets effectively
- Strategic decision maker
- Pride in their work and the team as a whole

- a. Request: Open Q & A forums for finalists, minimum two forums.
- b. Senators will be tasked with asking their areas for any additional input before list is finalized and moved forward.

## 2. Elections Committee:

- In need of 5 individuals to work on next elections cycle. Senators need to be elected from the area(s) they represent. Only elected senators are eligible for release time.
- Immediate need is to brainstorm language for senator elections and eventually display in bylaws. The 5 individuals on the Elections Committee are: S. Wilson, S. Herivaux, A. Neff, C. Padilla, and T. McLemore. Due date: End of Jan 2020.

## 3. Bylaws review:

- Who do you want represented by the Classified Senate? The current bylaws are in conflict with state legislation on who we represent.
- Classified Senates represent classified professionals, supervisors, and administrative professionals (e.g. VP Bell). Currently we exclude supervisors for running for office and we do not represent special populations.
- Supervisors were excluded (prior practice), has to change.
- Recommendation: Task senator elections committee to review and update bylaws. New recommendations will be discussed at the next meeting.

## 4. Planning Summit 2020 workgroup representative:

- Classified Senate supports Guided Pathways for Planning Summit 2020
- S. Herivaux will represent Classified Senate.

## E.

### Old Business:

1. Tutoring Update by Donnie Tran
2. Guided Pathways Presentation by Lisa Brewster & Lisa Clarke
3. Collegiality in Action
4. Elections Committee
5. Holiday Party

## F.

### Reports:

1. College Governance Council (CGC) - meeting next week
2. District Governance Council (DGC) - Asks of District on PeopleSoft. Improved communication with campus depts. and District personnel. Asked to establish regular monthly meetings with campus and district for questions, comments, and concerns.
3. Treasurer Report - \$200 towards Boo-tacular, \$40 received in dues.
4. Budget & Resource Development- The committee met on 1 Nov and out of over 250 request we ranked 104 our District budgets allocation both Restricted and Unrestricted and BRDS Equipment Budgets. We allocated all the lottery monies as well.
3. Safety/Facilities- N/A
4. Marketing Committee - N/A
5. Planning & Institutional Effectiveness
6. Event Committee- Holiday Party venue not yet determined.
7. Diversity Committee- N/A
8. BSI Committee - N/A
8. Review of Services- N/A
9. Other: College Police Shooting Event

## G.

### Announcements:

1. Fall 2019 Meeting Dates – September 17, October 10, November 7, December 12.

## H.

Adjournment: C. De Moll; Second: S. Shoostary -12:10PM

### \*San Diego Miramar College Fall 2013–Spring 2020 Strategic Goals:

1. Provide educational programs and services that are responsive to change and support student learning and success.
2. Deliver educational programs and services in formats and at locations that meet student needs.
3. Enhance the college experience for students and the community by providing student-centered programs, services, and activities that celebrate diversity and sustainable practices.
4. Develop, strengthen, and sustain beneficial partnerships with educational institutions, business and industry, and our community.