GROSSMONT COLLEGE

GROSSMONT COLLEGE
College Council
Thursday, April 4, 2024
3-5 p.m.

MEETING SUMMARY
HTTPS://GCCCD-EDU.ZOOM.US/J/86790752175

Purpose: The College Council is the apex governance body which provides guidance and recommendations to the College President regarding institutional policies, planning, and processes in support of the college mission. It engages all college constituency groups (students, faculty, classified professionals and supervisors/administrators) and the governance system as a whole through the maintenance of clear governance practices and policies, coordination of committee work across functions, and a commitment to continuous improvement and consensus building. The constituent-based representatives of the council serve the college by maintaining a broad, college-wide, and student-centered view of the needs of the institution – both in the weighing of the input from its committees and in bringing forward items for consideration and discussion. In all matters within its purview, it will maintain a focus on the goal of equitable outcomes for all students as a key value informing decision-making.

CONVENER	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE (ASGC)	ADVISORY *(Non-Voting)*
☒ *Denise Whisenhunt, President*	☒ Cesar Nunez	☒ *Colleen Parsons, CSEA*
	☐ Rooz Salih	☐ *Julio Soto, AFT*
	☐ Ninwa Kasha	☐ *Administrators Association Rep*
	☐ Vacant	☐ *Marsha Gable, VPSS*
		☐ *Agustin Albarran, Int. VPAA*
		☐ *VPAS (vacant)*
		☒ *Joan Ahrens, Sr. Dean, CPIE*
		☒ *Ernesto Rivera, Director of College and Community Relations*

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☒ Pearl Lopez	☒ Cindy Emerson	☐ Courtney Willis
☐ Carmina Caballes	☒ Diana Torres	☐ Loren Holmquist
☒ Jeff Waller	☒ Jayden Logan	☒ Nancy Saks
☐ June Yang ☒ Proxy: Natalie Ray	☒ Michele Martens	☒ Wayne Branker

RECORDER
☒ *Bernadette Black*
Italicized = Non-voting

ROUTINE BUSINESS	
1. Welcome	Denise welcomed everyone to the meeting. She acknowledged how late the last meeting went and the importance of adhering to time. She noted that some items need to be dealt with offline. She's also following up on the items that were raised at the meeting. She added that Ernesto will be the timekeeper and asked people to be cognizant of their time when presenting.
2. Establish Quorum (50%+1 of voting members)	Quorum was established.
3. Additions/Deletions to Agenda	Cindy asked if there will be a follow up report from last meeting's discussion. Denise stated that there is still some follow up to do.
4. Approve Meeting Notes (2/22/24)	The meeting notes were approved.
5. Public Comment (3 min max per comment)	Jeff shared the math department's concerns about the legislation coming down from the state eliminating pre-calculus. Most students will now go straight to Calculus if they are STEM students. This will impact their success in the course and emphasized that students of all levels need to be supported. He emphasized the math department's need to see data and to understand where the college stands on these state legislations.
DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS	
1.	
CONSTITUENCY AND COMMITTEE REPORTS (2 minutes maximum)	
1. Constituency Updates ASGC, Academic Senate, Classified Senate, Administrators Association	*ASGC:* Cesar reported he will be attending the general assembly tomorrow. ASGC will be hosting a sustainability fair later this month. They are also looking at doing a resolution regarding AB1705. *Academic Senate:* Pearl reported the Statewide Senate conference is in a couple of weeks. There are shared concerns about AB1705 and the impact it will have on students. *Classified Senate*: Michele shared that they held their student appreciation popup event yesterday and today which had a great turnout. She thanked President Whisenhunt for the donation of Amazon gift cards and Susan Berry for the donation of goodies as well as gas cards. *Administrators Association:* Wayne stated that there's been discussion among managers regarding the low morale and suggested that maybe the leadership team convene a roundtable session with managers and supervisors for informal discussions.

2. Budget Committee (BC)	Chris shared a budget update with the Council. At the end of February, the college got an apportionment from the state which sends payment based on revenues we get from enrollment and other metrics. The mid-year deficit increased to 3.55% (was 2%). He noted we do have some reserves and salary savings that will help offset this deficit. The recommended percentage to not fall below the reserves is 5%. It was also added that the reserves will be used to pay for any fines the college has incurred. The good news is that enrollment is at 13% FTES. He shared the current FTES picture for special admit/dual enrollment and incarcerated students, and noted that nonresident FTES has gone up. A concern was shared about the need to hire additional staff to serve these students. Our campuswide goal is 7% to help mitigate the fiscal cliff. The revenue strategies include improving retention by 7% and improving enrollments by 10% each year. Also, the college needs to continue to reduce costs which includes not filling certain vacant positons across the college.
3. Facilities Committee (FC)	The committee is prepared to present their prioritization list to College Council at the next meeting.
4. Planning and Institutional Effectiveness Committee (PIEC)	The committee is in the process of working out the details for the planning forum on April 26th via Zoom from 10:00-11:30am. The focus is to provide data to help people write their annual unit plans. Joan encouraged the Council to attend. The committee also talked about initiatives coming down the state and the VAR project.
5. Professional Development Committee (PDC)	No report.
6. Staffing Committee (SC)	Chris Yatooma went over FON and Dr. Ahrens presented on AB928 and the AUP process. They will be using that to help draft a Staffing plan.
7. Classified Staffing Prioritization Committee (CSPC)	No report.
8. Faculty Staffing Prioritization Committee (FSPC)	No report.
9. Student Success & Equity Committee (SSEC)	No report.
10. Technology Committee (TC)	The committee reviewed the rubric and discussed how they want the process to go next time and shared it with CPIE. They reviewed where we are at in year one of the action plan and will begin working on year two. The prioritization list went to College Council last month and are waiting to hear back on the decision.
11. Accreditation Steering Committee	The workgroups for standards I, II, and III have met and have been compiling evidence. Standard IV will meet next month. A rough draft of the ISER should be ready by May 15th.

FOR CONSENSUS * ** On College Council, consensus is reached when at least three-fourths (75%) of voting members present* *are in agreement, and if there are no more than two members from any one constituency who disagree, then consensus to move recommendation forward to President is reached.*
1.

NEW BUSINESS	
1. Baccalaureate Degree (15 minutes)	Nancy and Pearl presented on the baccalaureate degree programs associated with community colleges. The state chancellor's office provided resources to community colleges and developed a process for reviewing programs across nine requirement components. Nancy shared those components with the group. She also reviewed what the process will be in moving forward with a bachelor's degree program which included getting curriculum approved and getting approval from UCs and CSUs in our area. Also, our vision and mission must change to encompass Bachelor's degrees as well. The Curriculum committee has been hard at work in putting this in place and we are now ready to receive proposals. A taskforce was formed consisting of leadership and faculty, and they did research on what other colleges are doing and developed a process. A new program interest form was created and emailed to chairs to determine which programs are interested in submitting for a bachelor's degree. This process will also be used to make modifications to programs or to discontinue. Next steps: The interest form is due 4/19. The Feasibility committee will convene the following to review. The writing of the program proposal will begin in the summer if there is funding to support faculty who are off contract, and then submitted to the state by the December deadline. There is also a conference in June they want to send the workgroup to learn about the components that are involved with applying at the state level.
2. Multi Year Advertising Campaign (10 minutes)	Ernesto gave an update on the multi-year advertising campaign. We are doing a coordinated marketing campaign districtwide. The goal is to raise the visibility of our colleges within the district and reduce costs through larger, combined media spending. The company we worked with did research, surveyed students, talked to faculty and classified professionals, and their assessment was that the district's marketing does not reflect the colleges. Their recommendation was to build a clear brand to represent both colleges. The new brand is now "Grossmont Cuyamaca Colleges – Greater Choices" so it's less about the district and more about the colleges. He shared the color of the logos and when we might advertise individually versus districtwide. There was further discussion about possibly mailing out postcards or even an abbreviated class schedule to the community since we stopped sending out the full schedules. The Council acknowledged Ernesto and this approach in a multi-year advertising campaign.

INFORMATION AND DISCUSSION	
1. Strategic Hires (informational only) • Custodian (CL-00429) • CVT Instructor (IN-00035) • Administrative Assistant IV (CL-00512) • Researcher (New) • A&R Assistant Sr. (CL-00092)	Custodian is a replacement due to retirement. CVT instructor is a replacement due to retirement. There is also compliance requirements. The position has been posted and closes on April 25th. Administrative Assistant IV is a replacement as current employee transferred to another position. Researcher is a new position that will allow us do more collaborations in using research for action. This position was prioritized as the number one position on the classified staffing prioritization list for the last couple of years. A&R Assistant Sr. came to College Council last month with the wrong position number. This is with the correct number.
2. Fall 2024 Retreat	As part of our IEPI, Denise would like to host a retreat this fall to do self-reflective work on governance, meeting organization, and training. Pearl inquired about the governance handbook as it is supposed to be reviewed every year.

FOLLOW-UP		
Who	**Item**	**Timeline**

Participatory Governance:

College Council Website

NEXT MEETING: April 25, 2024 @ 3:00-5:00PM, Zoom

Committees are to establish norms

In order to create valued outcomes, a commitment to participation, dialogue, and the pursuit of value in the form of useful output by all is necessary. It is acknowledged that there are power dynamics in a room. Work must be done to create the equitable and inclusive environment sought for effective and active participation. To do so, council/committee members will establish behavioral norms that include the following meeting rules of engagement, make use of meeting tools, and respect the roles of each member.

Engagement Norms
In participatory government, a high level of collegiality, respect, and civility is expected. Those expectations include the following rules:

1. Free flow of conversation and raising hands when needed.

2. Thumbs up/Thumbs down/Thumbs sideways to convey individual council members vote toward action items.

3. Parking lot for ideas and possible future action items.

4. Summarize talking points with similar language for constituency representatives to take back to their respected constituency and taking the last 5 minutes of the meeting to do this.

5. Estimated times for each agenda item is up to the Convener of the council.

6. No rank in the room, but those that wish can use salutations.

7. Please keep dialogue respectful.

8. Reminder – body language.

9. Once a semester we have a social gathering.

10. Starting and Ending the meeting on time.

11. Respect each other.

12. Repeating what was voted on after the vote.

13. Education/background from other committees to make appropriate decisions.

14. Use of technology/cell phones is only in an emergency, and to be mindful and professional of the meeting.

15. Norms will be revisited once a semester for now.

Virtual Norms (Established April 2020):

1. Consensus / voting: (a) state item for vote in the chat, (b) record votes in chat grouped by constituencies.
2. Use the raise hand feature in the participant window when you wish to speak.
3. Mute microphone when not speaking.
4. Record the meetings for note taker to use as needed.
5. Consider ways for guests to observe (i.e. use "Registration" feature for meetings. Keep the chat area reserved for voting and advisory members.