



**GROSSMONT COLLEGE**  
**College Council**  
**Thursday, May 23, 2024**  
**3-5 p.m.**  
**ZOOM**

**MEETING SUMMARY**

**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
<input checked="" type="checkbox"/> <i>Denise Whisenhunt, President</i>	<input checked="" type="checkbox"/> Cesar Nunez	<input type="checkbox"/> <i>Colleen Parsons, CSEA</i>
	<input type="checkbox"/> Rooz Salih	<input checked="" type="checkbox"/> <i>Julio Soto, AFT</i>
	<input type="checkbox"/> Ninwa Kasha	<input type="checkbox"/> <i>Administrators Association Rep</i>
	<input type="checkbox"/> Vacant	<input checked="" type="checkbox"/> <i>Marsha Gable, VPSS</i>
		<input checked="" type="checkbox"/> <i>Agustin Albarran, Int. VPAA</i>
		<input checked="" type="checkbox"/> <i>Sheree Stopper, VPAS</i>
		<input checked="" type="checkbox"/> <i>Joan Ahrens, Sr. Dean, CPIE</i>
		<input type="checkbox"/> <i>Ernesto Rivera, Director of College and Community Relations</i>

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Pearl Lopez	<input checked="" type="checkbox"/> Cindy Emerson	<input checked="" type="checkbox"/> Courtney Willis
<input type="checkbox"/> Carmina Caballes	<input checked="" type="checkbox"/> Diana Torres	<input type="checkbox"/> Loren Holmquist
<input checked="" type="checkbox"/> Jeff Waller	<input checked="" type="checkbox"/> Jayden Logan	<input checked="" type="checkbox"/> Nancy Saks
<input checked="" type="checkbox"/> June Yang	<input checked="" type="checkbox"/> Michele Martens	<input checked="" type="checkbox"/> Wayne Branker

RECORDER	GUESTS
<input checked="" type="checkbox"/> <i>Bernadette Black</i>	Dawn Heuft, Graylin Clavell, Jennifer Bennett, Natalie Ray, Karolia Macias, Victoria Rodriguez
<i>*Italicized = Non-voting</i>	

<b>ROUTINE BUSINESS</b>	
1. Welcome	Denise welcomed everyone to the meeting. She gave a shout out to Classified Senate and their leadership during classified appreciation week.  There will be a reflective retreat for College Council on August 6 <sup>th</sup> .  The college hosted Urban League’s Golden Pyramid event last Sunday, which celebrated approximately 258 students between 8 <sup>th</sup> – 12 <sup>th</sup> grades.
2. Establish Quorum (50%+1 of voting members)	Quorum was established.
3. Additions/Deletions to Agenda	No additions or deletions were made.
4. Approve Meeting Notes (4/25/24)	Pearl motioned for approval for the 4/25 meeting notes. Jeff second. Meeting notes were approved.
5. Public Comment (3 min max per comment)	There were no public comments.

<b>DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS</b>	
1.	

<b>FOR CONSENSUS *</b>	
<small>* 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.</small>	
1. <a href="#">Flag Request for Pride Month</a>	This flag request was approved by administrator’s association, academic senate, and classified senate. Students abstained from the vote. Jeff motioned to move the request forward. Pearl second. Flag request for Pride month was approved by College Council and sent as a recommendation to the president. Pearl added that Academic Senate voted to approve this flag request in perpetuity, so it does not have to keep coming back for a vote.
2. Classified Staffing Prioritization <a href="#">Rankings</a> and <a href="#">Recommendation Form</a> (20 minutes)	The Classified Staffing prioritization committee met, created the rubric, reviewed proposals that were submitted in addition to hearing presentations. As there were several positions in one division, they were ranked as one position for each position type. Marsha acknowledged the members from this committee and shared their prioritization recommendation to College Council. Jeff Waller motioned to move the request forward. Michele Martens second with one opposition. College Council approved to move this recommendation forward to the president.

<p>3. <a href="#">Student Art Mural on Canvas for Student Center</a> (5 minutes)</p>	<p>Jennifer Bennett shared a photo of a canvas that was painted by a student which is 18ft long and 58in tall. This went to the Facilities committee as a request to hang in the Student Center, and the Facilities committee brought this to College Council with that recommendation. The students who painted the mural collaborated with Victor Ochoa, a renowned muralist. There was an inquiry about whether this is for a permanent display or for a specific timeframe, and it was stated that it would be a temporary display. The Canvas is fabric and can be installed in a way so that it can be removed. In terms of process, if there were other artists who wanted their work to be displayed on campus, they would go through the same process by submitting a recommendation to the Facilities committee. For this canvas, it was also recommended that there be a description of the artist and art piece so people have that information when viewing the art. The recommendation was accepted and approved to move forward to the president.</p>
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NEW BUSINESS	
<p>1. Proposed changes to Nuventive (10 minutes)</p>	<p>Agustin Albarran and Brodney Fitzgerald reviewed the committee's proposed changes to Nuventive, one specifically being a new tab for faculty staffing committee to eliminate redundancies. The change in timing aligns with the fiscal year. One noted that it was helpful to see these changes. Another asked if this proposal is going to divisions for feedback before it is implemented as there may be concerns about the weights and the descriptions in the rubric. It was noted that these questions were already vetted and that it was designed to eliminate redundancies. It was also added that these questions should go to the Staffing committee to determine if they align with the mission and values. It was noted that Felicia Kalker also asked that we look at old exemplar applications to use as samples in Nuventive.</p>
<p>2. Enrollment / Retention (10 minutes)</p>	<p>Agustin shared the presentation that was shared at Enrollment Strategies committee showing enrollment data and trends. The presentation included data on success by gender, success by age, success by ethnicity, and retention by ethnicity. He also reviewed the FTES projections for 2024/25 which is 10,536.</p>
<p>3. Budget update (20 minutes)</p>	<p>Sheree presented the budget assumptions for 2024/25 noting that it was also presented at Academic Senate and Budget committee. The revenue assumptions are estimates until the state enacts their budget in late June and adopts a final budget in September. We are projecting a 2% deficit next year. For the next two years for the IAM, the district will be using a 3-year average which means our percentage goes down to 65% which equates to \$1.6M less revenue. She reviewed the impacts and expense assumptions.</p>

	<p>Sheree stated the college has prepared a 3-year budget plan that included strategies on how to handle the financial shortfalls, which included:</p> <p>Revenue strategies:</p> <ul style="list-style-type: none"> <li>• FTES retention: Improve retention by 7% over the next 3 years</li> <li>• FTES enrollment: Improve enrolments by 10%</li> </ul> <p>Expenditure strategies:</p> <ul style="list-style-type: none"> <li>• Continue to examine costs by strategically reviewing position control</li> </ul> <p>There was an inquiry about the 7% retention increase and what that means for the classroom. It was also asked that there be a complete analysis of the administrative budget. Further, it was noted that cutting budget for reassigned time impacts student success. Sheree clarified that these aren't the only areas they are looking at in terms of cuts as there are many strategies in the 3-year plan. Another member expressed a concern about being over FON. Lastly, it was requested to provide the cost on salary savings as several offices are desperately needing support. Sheree responded that they will know more once the budget is closed.</p>
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<b>INFORMATION AND DISCUSSION</b>	
<p>1. Strategic Hires (informational only)</p> <ul style="list-style-type: none"> <li>• <a href="#">Computer Helpdesk and Web Support (CL-00582)</a></li> <li>• <a href="#">Custodian (CL-00460)</a></li> </ul>	<p>The two strategic hires were reviewed with College Council for information.</p>
<p>2. Governance Survey</p>	<p>Joan reported that a survey went out to governance committee chairs and members. The deadline to respond will be extended for another week. The results will be shared at the retreat.</p>
<p>3. Governance Retreat – August 6, 2024</p>	<p>Save the Date - The Governance Retreat is scheduled on August 6<sup>th</sup>.</p>
<p>4. <a href="#">Recommendation Guidance from Student Success &amp; Equity Committee</a></p>	<p>Victoria shared that this recommendation comes to College Council to help create guidance for committees on best practices for writing recommendations – the do's and don'ts – to College Council. Denise noted that they will engage in this work at the upcoming retreat.</p>

<b>CONSTITUENCY AND COMMITTEE REPORTS (2 minutes maximum)</b>	
1. Constituency Updates ASGC, Academic Senate, Classified Senate, Administrators Association	<p>ASGC: Commencement is still in need of volunteers. The new ASGC board members will be there helping.</p> <p>Academic Senate: No report.</p> <p>Classified Senate: Michele gave an update on classified appreciation week. Academic Senate provided coffee and donuts and supplied handwritten thank you notes of appreciation. She thanked Joan and Victoria for supplying snacks. Monday night they had pizza and mocktails for the evening custodial shift. A hot breakfast was served to classified professionals as well. There is also an appreciation event for the third shift tonight.</p> <p>Administrators Association: No report.</p>
2. <a href="#">Budget Committee</a> (BC)	
3. <a href="#">Facilities Committee</a> (FC)	Jennifer reported she's been working with CTE and career services for a summer intern for the office.
4. <a href="#">Planning and Institutional Effectiveness Committee</a> (PIEC)	Joan reported they debriefed on the annual planning forum. Some of the comments indicated they liked the hour and a half timeframe and others preferred the in person, half a day retreat. She added that the committee will reach out to other governance committee to help plan the event next year.
5. <a href="#">Professional Development Committee</a> (PDC)	Victoria stated they are working on a draft Professional Development plan for 2024-2027.
6. <a href="#">Staffing Committee</a> (SC)	No report.
7. <a href="#">Classified Staffing Prioritization Committee</a> (CSPC)	No report.
8. <a href="#">Faculty Staffing Prioritization Committee</a> (FSPC)	No report.
9. <a href="#">Student Success &amp; Equity Committee</a> (SSEC)	Victoria shared that they will be embarking on conducting focus groups in the fall. The Men of Color subgroup will help with the logistics. The student populations include African American Black, Chicanx, Latinx, Asian Pacific Islander, and Middle Eastern. She also reviewed the learning outcomes and timeline. They will start to recruit for the focus groups August 19 <sup>th</sup> and then the focus groups will be conducted September 16-20. She will need help with creating awareness of these focus groups among students, noting that students will be compensated for their time.
10. <a href="#">Technology Committee</a> (TC)	Tate reported they wrapped up for the year and finalized and approved the year 2 action plan for the 6-year strategic plan for technology.
11. Accreditation Steering Committee	Joan shared the tentative schedule for the ISER review, noting that we are one year out for submitting the ISER to ACCJC. She also proposed that the governance chairs/co-chairs have accreditation on their agendas this fall as a standing item. More details will be shared out at the retreat.

FOLLOW-UP		
Who	Item	Timeline

**Participatory Governance:**  
[College Council Website](#)

**NEXT MEETING: In the Fall 2024**

### ***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.