GROSSMONT
COLLEGE

GROSSMONT COLLEGE
Staffing Committee
April 18, 2024 | 3 – 4:30 p.m.
Zoom Meeting
AGENDA

Purpose: The Staffing Committee is responsible for drafting Grossmont College's multi-year Staffing Plan based on Educational Master Plan and Strategic Plan goals, and for monitoring the implementation of Staffing Plan to promote employment equity and diversity consistent with the college's mission, vision and values. The Grossmont College Staffing Committee is responsible for prioritization of faculty and classified staffing requests from annual unit plans.

CO-CHAIRS	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
☒ Marsha Gable	☐ Naomi Alacron	☐ Agustin Albarran
☒ Graylin Clavell	☐ Sebastian Deleon	☐
	☐ Gian Cortez	

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☐ Jeanette Calo	☒ Chad Deitchman	☒ Maura Mehrian
☒ Angela DiDomenico	☒ Michele Martens for Lisa Brlas	☒ Loren Holmquist
☐ Vacant	☒ Graylin Clavell	☐ Luma Shamon

EX OFFICIO	RECORDER	MEMBERS from CSPC and/or FSPC
☐ VPAS (TBD)	☒ Christine Girsch	☐ Agustin Albarran (FSPC)
☐ Luma Shamon (CSPC)	**GUESTS**	☒ Brodney Fitzgerald (FSPC)
☐ Agustin Albarran (FSPC)	☒ Victoria Rodriguez	☐
	☐ Karolia Macias-Madrigal	☐

ROUTINE BUSINESS	
1. **Welcome and Introductions**	Graylin and Marsha welcomed all
2. **Establish Quorum** (50% + 1)	Not met
3. **Public Comments**	None
4. **Additions/Deletions to Agenda**	Due to scheduling conflicts, Jeanette Calo will need to step down from the Staffing Committee effective immediately. Graylin has reached out to Perla Lopez for a replacement. Chad Deitchman will also need to step down as Classified Senate member due to his workload.
5. **Approve Meeting Summary & Follow-up**	February 15, 2024 and March 21, 2024 Minutes- tabled to May meeting
6. **President Update**	N/A

ROUTINE BUSINESS
NEW BUSINESS

1. **Student Equity Plan (Victoria & Karolia)**	Victoria Rodriguez spoke on behalf on the Student Equity Committee. The committee was tasked with developing the student equity plan.
	• Currently in a 3 year cycle 2022-202 current
	• 2021-2022 developed the plan
	• 2023-2024 committee spent time with the different departments that were implicated or had something to do with the equity plan.
	○ What are these departments doing and where do you need additional support? How can this equity committee advocate for these departments?
	One of the metrics being successful enrollment, they spoke with the Outreach program as well as Financial Aid, A2MEND Chapter, Success Coaches, Math, English, etc. All responded with their faculty and staffing needs for their respective programs. Some responded with their need to fill vacancies specific to course offerings, e.g., African American Studies, Women Studies, Asian American Studies and more, as well staff in Financial Aid. Having specific faculty that would aid in teaching specific groups of students and possibly bringing more to the campus.
	The Equity Comm developed a recommendation based on the feedback and took it to College Council to recommend to the Staffing Committee to consider these types of positions when developing the Staffing/Prioritization Plans. College Council believed it to be too position specific to request.
	The Student Equity Committee asked if there is the possibility of adding something into the Staffing Plan/Prioritization Rubrics
	• Does this position meet a strategic goal, student equity goal?
	• If there is a specific need for a specific community, can it be built into the Staffing Plan?
	• Can those positions given a bump when being considered?
	• Can it be built into the process?
	Marsha- going into the next cycle of faculty and staffing requests, look at the rubric- what is the weight of the DEI in the system of how they rate, can more emphasis be placed upon this need?

DISCUSSION ON PREVIOUS AGENDA ITEMS *(Time Permitting)*
1. **Staffing Plan: Review Input of Compton College Staffing Plan** **One Drive Sub-Group Plan Doc**	- Chapters 1-3 - Chapters 4-6 - Chapters 7-9

REPORTS	
Classified Staffing Prioritization Comm. (CSPC)	Marsha spoke on behalf of the CSPC Committee. • 44 requests were received through the AUP • The committee reviewed and had presentations this past Monday. • Currently completing their individual spreadsheets and will meet again within the next couple of weeks to rank the positions. • Next month will bring the results to the staffing committee and then to College Council
Faculty Staffing Prioritization Comm. (FSPC)	Graylin spoke on behalf of information sent from Agustin along with additions from Brodney. The FSPC made a decision to ask questions of faculty from the 24-25 requests. Questions are weighted and indicated in parenthesis: #1. (30%) - The Faculty Staffing Prioritization Committee (FSPC) will analyze departmental data in the provided Staffing Data Tables. If you have any meaningful trends you would like to describe that support your request for a faculty position, please do so here. #2. (20%) -What changes are coming for your department that create a need for a new FT faculty member? List all FT hires over that last five years and/or the date of last hire. Does your department have any impending retirements, and, if so, has paperwork been filed? #3. (20%) - What specific needs does your department have that may be addressed by hiring a new FT faculty member? #4. (30%) - How will hiring a new FT faculty member support the college's Vision, Mission, and Values? Please detail how the new hire would contribute to our equity efforts and elaborate on how they would support other aspects such as student-centered philosophy, the evolving needs of our students, clear pathways, collaboration, and our commitment to Learning, Student Success, Creativity, Innovation, and Continuous Improvement. • Provided verbiage that will be included in the instructions for faculty answering the above questions in Nuventive. • Will request a tab where faculty can respond to the questions, similar to the Facilities Project and Technology project tab • Will request staffing data from the CPIE office that includes FT head count and information on FTES/WSCH numbers. This year, the technology and facilities requests were similar to for FSPC request sin Nuventive. Loren- how does the retirement piece, how does it relate to new positions as opposed to filling a position? The programs that have the retirement submitted already will be given priority over those that have an impending retirement.

FOR CONSENSUS *	
* Consensus is reached when at least 75% of voting members present are in agreement on a decision (Gov. Handbook pg. 10).	
	N/A

FOLLOW-UP		
Who	**Item**	**Timeline**
Groups/ Graylin	Staffing Plan work Graylin will work on drafting the Introduction that is on the shared Staffing Plan form in One Drive. Committee was encouraged to add and/or edit the draft.	May meeting
Joan	Staffing tables- CPIE heavily inundated with different projects so the data has not yet been received.	

WORK AHEAD
- **Develop Staffing Plan- Introduction draft**

NEXT SCHEDULED MEETING: May 16, 2024 (3pm-4:30pm) / ZOOM

CONCLUSION
Meeting adjourned at 3:37pm.

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.

Rules of Engagement

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

- There is no rank in the room when at the committee table. All participants are treated as peers, both between constituencies and within constituencies.
- Speakers will be heard one at a time and without interruption. Participants will allow for moments of silence for thought and other viewpoints. In consideration of hearing all feedback, members should be mindful of how often and how long they speak. Equity in consensus building means including diverse perspectives at all levels of the organization.
- Members will be engaged and contribute, and challenge ideas, not people. All meeting attendees will be respectful/civil in their comments, responses, and body language.
- Members will listen to others, and seek to focus on the merits of what is being said, while making a good faith effort to understand the concerns of others. Council/committee members are encouraged to ask questions of clarification.
- Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodate individual interests and the interests of others.
- All members should be mindful of the language used in discussions, including use of "I" statements instead of "they" attributions to relate anecdotal evidence or experiences. Members are encouraged to use an asset-minded approach that focuses on what works and how something can be done. This is in contrast to a deficit-minded approach that focuses on the negative and why an initiative, idea, or project can't get done.
- All council/committee members will be aware of the purpose and responsibility of their committees. When issues arise in discussion that are not supported by the committee's charge, the chair will identify the proper council, committee, or constituency group leadership for review, and forward the issue for consideration.
- Once consensus is reached after deliberation, council/committee members will support the group's recommendation.

Virtual Meeting Norms
At the meeting held virtually on April 16, 2020, virtual norms were discussed and established.
- Use the "raise hand" feature in Zoom participant window to avoid talking over each other.

- Mute microphone unless talking.

- For consensus items, the Recorder will type the consensus item in the chat window and voting members will enter:
    - "thumbs up" or "approve" for yes votes,
    - "thumbs down" or "do not approve" for no votes, or
    - "thumbs sideways" or "neutral".