



Welcome to the 2025–2026 Academic Year!

Dear Colleagues,

Welcome back! It's my great honor to join Grossmont College as your Interim President.

From the moment I arrived, I've been inspired by your deep commitment to our students and our mission. As we begin the year together, I want you to know I'm here to listen, collaborate, and roll up my sleeves to support the work ahead. I'm excited to partner with you as we build on the foundation already in place and move forward on our shared priorities.

As part of our commitment to clear communication, I'm sharing updates prepared by our leadership team. These updates reflect the important work happening across campus and provide helpful guidance as we begin the semester.

ACADEMIC AFFAIRS

Change to Census Reporting

Attendance records must be maintained by faculty prior to census in accordance with Board of Governors regulations (AP 5070; Title 5, Sections 58000). The Fall 2025 census date is Tuesday, September 2, due to the Labor Day holiday. This fall, the district is implementing "Census Minus Two," meaning faculty may submit census rosters only between Sunday, August 31 and Tuesday, September 2. Rosters submitted before August 31g will not be accepted. Faculty must drop "No Show" students (those who never attended) and those who stopped attending prior to census. For short-term classes, census dates are available in Self-Service.

No Late Adds

The program adjustment period is limited to the first two weeks of classes. Students may only be added up to Friday, August 29 (Week 2). Add codes must be used by this date—late adds will not be permitted.

Last Day of Attendance (LDA)

After census, instructors must drop inactive students and validate the last day of attendance based on when participation ceased.

Updated Roster Guides

Self-Service Roster Guides are being updated to reflect these new policies and procedures.



Academic Affairs Retreat

Deans and Department Chairs are invited to a retreat on Friday, September 5 (afternoon) following the Annual Planning Forum to begin developing the 2026–2027 class schedule.

ADMINISTRATIVE SERVICES

Food Services Update (Effective August 4)

As has been communicated, our food services have been experiencing significant deficits, and we are working with Genuine Foods to bring costs down. As a result, the Java Market is closing and all operations will move to Griffin Grill.

Griffin Grill Updates:

Now offering drip coffee and cold brew.

New menu items include a pasta of the day and expanded value meals.

A fresh selection of bakery items will be available.

Due to rising costs, menu prices will be adjusted to maintain quality and service.

New Hours of Operation:

Monday–Thursday: 8:00 AM – 2:00 PM

Friday: 8:00 AM – 12:00 PM (grab-n-go, pizza, and coffee only; grill closed)

We will continue to work for solutions that will bring specialty coffee and expanded options.

Campus Improvements

Ongoing projects include: Nursing Modifications (Bldg. 34), Liberal Arts (Bldgs. 51, 52, 53, 54, 55), Arts & Communication Complex (200s), Campus-wide Eyewash Stations, Hillside Stormwater Outfall, Chill Plant Repairs, Removal of Sea Containers.

Electronic Signature Forms

We are actively reviewing the Off-Campus/Virtual Activity Request Form and Food & Refreshment Form in Cognito in collaboration with Purchasing and Contracts to improve ease of use and functionality.

COLLEGE AND COMMUNITY RELATIONS

Website Updates

Please review your department webpages to ensure they're accurate and student-friendly. Keeping content current helps us better support students. Submit edits through the [Website Services page](#).



COLLEGE PLANNING AND INSTITUTIONAL EFFECTIVENESS (CPIE)

Accreditation

The Institutional Self-Evaluation Report (ISER) has completed governance review and is in finalization, with updated links and new examples added. After Presidential and Chancellor review, it will go to the Governing Board on October 14 before submission to ACCJC. The Peer Review Team will begin their review in Spring 2026.

Annual Planning

Resource allocation recommendations (from governance committees) were reviewed and accepted by the College Council and presented to the President for final decisions, expected in September.

Departments are completing annual unit plans, with resource requests due in Nuventive by October 1. Deans may set earlier deadlines for review. Departments requesting faculty hires will receive updated staffing and enrollment data this month.

New Planning Forum Format

We're shifting from an all-day, once-a-year planning forum to 3-hour forums each semester to enhance reflection and forward planning. The first forum is on Friday, Sept. 5, from 9 AM–12 PM in Griffin Gate (breakfast at 8:30 AM).

STUDENT SERVICES

Dual Enrollment

Dean Courtney Willis will lead the Dual Enrollment program. A new Dual Enrollment Coordinator will be hired to support its growth and alignment.

Veterans Services

Dean Martha Clavelle now oversees Veterans Services. A Veterans supervisor is being hired to manage the Veterans Resource Center and support staff, including all VA Certifying Officials.

The Village & Equity Programs

Please join me in welcoming Dr. Victoria Rodriguez, our dean of Student Success & Equity, to the Village. She will lead The Village, including Dreamers, Puente, Rising Scholars, and Umoja—strengthening alignment between equity and student success efforts and enhancing leadership parity.

G R O S S M O N T
C O L L E G E



Office of the President

Thank you again for your warm welcome and the important work you do each day. I look forward to connecting with many of you at Convocation on August 11, and throughout the fall semester.

Warmly,

A handwritten signature in black ink that reads "Pamela Luster". The signature is written in a cursive style.

Dr. Pamela Luster
Interim President
Grossmont College