



GROSSMONT COLLEGE
College Council
Thursday, August 27, 2020
3-5 p.m.
Zoom Meeting

<https://cccconfer.zoom.us/j/95917330896>

Teleconference Option:

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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>Bill McGreevy</i>		
	<input checked="" type="checkbox"/> Kaelin Mastronardi	<input checked="" type="checkbox"/> <i>Barbara Gallego</i>
	<input checked="" type="checkbox"/> King Wong	<input checked="" type="checkbox"/> <i>Colleen Parsons</i>
	<input checked="" type="checkbox"/> Enya Castañeda	<input checked="" type="checkbox"/> <i>Judd Curran</i>
		<input checked="" type="checkbox"/> <i>Marsha Gable</i>
		<input checked="" type="checkbox"/> <i>Marshall Fulbright</i>

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Denise Schulmeyer	<input checked="" type="checkbox"/> Nadia Almaguer	<input type="checkbox"/> Javier Ayala
<input checked="" type="checkbox"/> Julio Soto	<input checked="" type="checkbox"/> Cindy Emerson	<input checked="" type="checkbox"/> Martha Clavelle
<input type="checkbox"/> Richard Unis	<input checked="" type="checkbox"/> Michele Martens	<input checked="" type="checkbox"/> Lida Rafia
<input checked="" type="checkbox"/> Sebastien Cormier (proxy until filled)	<input checked="" type="checkbox"/> Marie Cervantes	<input type="checkbox"/> Michael Copenhaver

RECORDER	GUESTS	
<input checked="" type="checkbox"/> <i>Patty Sparks</i>	<input checked="" type="checkbox"/> <i>Nabil Abu-Ghazaleh</i>	<input checked="" type="checkbox"/> <i>Eric Klein</i>
<i>*Italicized = Non-voting Member</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/> <i>Joan Ahrens</i>

ROUTINE BUSINESS (30 minutes)	
1. Welcome	Introductions made.
2. Review Virtual Norms	Tabled
3. Establish Quorum (50% + 1 of voting members)	Quorum met.
4. Additions/Deletions to Agenda	No additions.
5. Approve Meeting Notes (5 min.)	5/21/20 meeting notes approved.
6. Public Comment (5 min.)	No public comments.
7. President's Report (10 min.)	<p>We are off to a new semester start with new and innovative ways to serve students. The tradition we've maintained is now a part of how we do things, just differently and more creatively.</p> <p>As a reminder, during convocation we focused on cultural shifts and changes. The reality and the necessity for diversity awareness and providing equality to our students and staff is a priority. In working with College Council this year, we will be focusing on our student success initiatives, annual unit plans, and will start thinking in the long term, e.g., Educational Master Plan, Facilities and Technology Master Plans.</p> <p>Q&A: Is the College Council responsible for these master plans?</p> <p>A: The College Council will work with sub-groups in creating our long-term master plans. We have a Planning Committee but it is important that the collective direction come from this Council. There are resources available through the State Chancellor's Office with guidance and processes.</p> <p>Looking forward: Please attend the weekly President's Open Office Hours as a way to converse with the President.</p>

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS (10 minutes)	
<p>1. Meeting - Planning</p> <p>2. Schedule Nov. & Dec. meetings</p>	<p>1. Lida Rafia stated that this process would include setting goals for planning ahead. The idea and purpose is to bring College Council together with committee chairs to discuss goals for the year and what agenda items they would like to see move forward. McGreevy will work on scheduling a planning meeting utilizing a Doodle poll to present possible dates and times.</p> <p><i>Action Taken: McGreevy will send a Doodle poll with possible dates to schedule a planning meeting.</i></p> <p>2. Council discussed holiday conflicts with the regularly scheduled November and December meetings. It was decided to combine the November and December College Council meetings into one meeting to be held on December 4th at 3 p.m.</p> <p><i>Action Taken: The members agreed to combine the November and December meetings. The November/December College Council meeting is scheduled for December 4, 2020, 3 p.m.</i></p>
NEW BUSINESS (40 minutes)	
<p>1. Recommendations from Technology Committee Topics for consideration</p> <ul style="list-style-type: none"> - Recommendation for the Director of Instructional Technology to serve as an Ex-Officio member on the Technology Committee. - Recommendation to purchase and implement Cranium Café service platform. - Recommendation to purchase and implement GoReact software. <p>2.</p>	<p>The Council reviewed the recommendation for the Director of Instructional Technology to serve on the Technology Committee as an Ex-Officio member. Ex-Officio positions are held by those with expertise and knowledge in their field. As a note, the Director of Instructional Technology position was created and filled after the Technology Committee was created.</p> <p>Discussion: There was discussion by Council members regarding a need to review and discuss this recommendation with their constituency groups prior to moving it forward to the President. The Council discussed the importance of governance committee representatives reporting back to their constituency groups and seeking input before endorsing recommendations to come forward to College Council.</p> <p>A vote was taken. “Shall the Technology Committee change Ex Officio membership to include the Director of Instructional Technology?”</p> <p>Academic Senate – 4 “No” votes. Consensus was not reached.</p> <p><i>Action Taken: Consensus was not reached as more than two members from a single constituency disagreed with the recommendation. It was recommended that Technology Committee members consult with their respective constituencies.</i></p>

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<p>FOR CONSENSUS * (0 minutes)</p> <p><small>* On College Council, consensus is reached when at least three-fourths (75%) of voting members present are in agreement on a decision. Consensus is <u>not</u> reached on College Council if more than two (2) of those in the minority are members of the same constituency (Gov. Handbook, pg. 10).</small></p>	
1. Strategic Hires	None

REPORTS (20 – 30 minutes)	
1. Budget Committee (BC)	The Committee met on Aug 13. New members introduced, established Zoom meeting norms. President Abu-Ghazaleh reported on enrollment. McGreevy provided a budget update and discussed CARES Act funding.
2. Facilities Committee (FC)	No report
3. Planning and Institutional Effectiveness Committee (PIEC)	Discussed that the Annual Unit Plan reporting timeline needs to go back to a fall-to-fall planning schedule. In lieu of starting a new AUP for fall (since it was recently done in spring), departments were asked to describe how COVID-related issues impacted their programs, plans for that, and how they will resolve those issues, including request for resources. This report is due October 1, 2020. <i>Note: It was decided that Joan Ahrens will attend the September College Council meeting. McGreevy will add "PIEC Report" to the agenda, allowing sufficient time for the update/report/discussion.</i>
4. Professional Development Committee (PDC)	Discussed the current climate and how to move forward in how we best serve students and how it affects our work and home environments.
5. Staffing Committee (SC)	Marsha Gable and Bryan Lam are co-chairs. Went over virtual meeting norms, discussed processes, the rubric, challenges of the past, and the expedited time-lines. Clarified that they will follow the timelines provided by the PIEC office. Will be creating a shared drive. Faculty and Classified Staffing Committees Chairs were
6. Classified Staffing Prioritization Committee (CSPC)	Plans are in place to review the rubric and the Committee will meet the expedited times lines provided by the PIEC Office.
7. Faculty Staffing Prioritization Committee (FSPC)	Faculty to provide input about the rubric to chairs on September 11 to gather input for the September 17 Staffing Committee meeting.
8. Student Success & Equity Committee (SSEC)	Committee meets next month.
9. Technology Committee (TC) (Eric Klein)	No report.
10. Accreditation Steering Committee	Joan Ahrens and Tate Hurvitz briefly reviewed the three ACCJC Requirements of the College and how they will be addressed and met. Bill McGreevy invited Joan Ahrens to the September meeting due to the lack of time left for Joan's presentation.

FOLLOW-UP (5 minutes)		
Who	Item	Timeline
Joan Ahrens	PIEC Report – Agenda Item	September 24, 2020, College Council Meeting.

<p>11. WORK AHEAD (10 minutes)</p> <ul style="list-style-type: none"> College Council Retreat?
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NEXT MEETING: Thursday, September 24, 2020, 3-5 pm.

ADJOURNED: 5:08 p.m.

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:

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 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.