



GROSSMONT COLLEGE
College Council
Thursday, October 28, 2021
3-5 p.m.
Zoom Meeting

Telephone Options:

- +1 669 900 6833 (US Toll)
- +1 346 248 7799 (US Toll)
- +1 253 215 8782 (US Toll)
- +1 646 876 9923 (US Toll)
- +1 301 715 8592 (US Toll)
- +1 312 626 6799 (US Toll)

Zoom: <https://cccconfer.zoom.us/j/98655254065>

AGENDA

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>Marsha Gable</i>		
	<input checked="" type="checkbox"/> Aundrea Kaiser	<input checked="" type="checkbox"/> <i>Barbara Gallego</i>
	<input type="checkbox"/> TBD	<input checked="" type="checkbox"/> <i>Patty Sparks</i>
	<input type="checkbox"/> TBD	<input type="checkbox"/> <i>Judd Curran</i>
		<input checked="" type="checkbox"/> <i>Bill McGreevy</i>
		<input type="checkbox"/> <i>Marshall Fulbright</i>

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Pearl Lopez	<input checked="" type="checkbox"/> Michele Martens	<input checked="" type="checkbox"/> Javier Ayala
<input checked="" type="checkbox"/> Julio Soto	<input checked="" type="checkbox"/> Diana Barajas	<input checked="" type="checkbox"/> Eric Klein
<input checked="" type="checkbox"/> Richard Unis	<input checked="" type="checkbox"/> Victoria Rodriguez	<input checked="" type="checkbox"/> Wayne Branker
<input checked="" type="checkbox"/> Maria Martinez	<input checked="" type="checkbox"/> Bryan Lam	<input checked="" type="checkbox"/> Michael Copenhaver

RECORDER	PRESIDENT	GUESTS
<input checked="" type="checkbox"/> <i>Graylin Clavell</i>	<input checked="" type="checkbox"/> <i>Denise Whisenhunt</i>	<input type="checkbox"/>
<i>*Italicized = Non-voting</i>		<input type="checkbox"/>

ROUTINE BUSINESS

1. Welcome	Greetings / Introductions
2. Establish Quorum (50%+1 of voting members)	Quorum was reached.
3. Additions/Deletions to Agenda	Brief ASGC Report/Update
4. Approve Meeting Notes	Meeting minutes from September 23 were approved.
5. Public Comment (5 min)	No public comment.
6. President's Report	<p>President Whisenhunt shared a couple of items with the Council:</p> <ul style="list-style-type: none">- Grossmont College won the Champions of Higher Education award for a substantial number of ADT degrees and she extended a special thank you to the Counseling Department for their hard work in assisting with this work. Dr. Gable also extended a much deserved thank you to the evaluators in A&R as well. - President's Cabinet is working to do weekly department updates during the cabinet meetings in order to share out specific protocols and updates from one Instructional dean and one Student Services dean per week.

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS

<p>Governance Review/Evaluation Timeline Update (Dr. Gable)</p>	<p>Marsha acknowledged that the original timeline was way too tight. This timeline did not leave enough time to bring changes, ideas, and more to the constituent bodies and receive feedback.</p> <p>Marsha shared the revised timeline which include the following changes:</p> <ul style="list-style-type: none"> - The review will continue through the Spring 2022 semester; - Committee Co-Chair Check-in now on Friday, December 3rd; - Review and Evaluation Feedback is due March 4 to Graylin Clavell; - Present results of review and evaluation will be on March 24 College Council meeting; - Constituency review and feedback during April constituent meetings; - Final Review of proposed changes from constituency groups will be April 21 College Council meeting; - Send recommendations to College President on Friday, April 22 - Kick-Off Training of Updated Governance Structure and Handbook will be on Friday, May 20th from 9am-10:30am. <p>It was suggested to do campus forums to provide more information and receive input.</p>
<p>College Council Handbook Review/Evaluation (Dr. Gable)</p>	<p>Marsha suggested a Google Doc for shared input. Pearl and Richard already have one and shared the link with Graylin to share with the rest of the Council.</p> <p>Link to College Council Google Doc (https://docs.google.com/document/d/11Gl1beXzUcoxmIg8H7S2SE95oWTI3DWF/edit?usp=sharing&oid=116536415575643834486&rtpof=true&sd=true)</p> <p>Link to College Council Google Folder (https://drive.google.com/drive/folders/1wxOOoVnw7B3yzm6R7swppiEGMjLz7kQB?usp=sharing)</p> <p>Review of Purpose:</p> <ul style="list-style-type: none"> - Need to review and edit with an equity lens. Stronger equity language is needed; - Are we coordinating committee work across functions? Be more explicit; - Review our policies etc. to ensure equitable outcomes; review policies with an equity lens to ensure that our institutional policies do not create barriers for students; - No clear map on how to do things and processes; <p>ACTION: Marsha asked the Council to review other community colleges apex governance body to see what they are doing.</p> <p>Review of the Responsibilities:</p> <ul style="list-style-type: none"> #1 - Flow of Annual Unit Plans, and what does that look like; Feedback loop/Flowchart is needed; #3 - Representatives of Constituent bodies WILL communicate back to their respective constituent groups ongoing conversations; #8 – Clarifying regular cycle is; #11 – Identify CC metrics and review them annually <p>Member Responsibilities:</p> <ul style="list-style-type: none"> - It would be good to have College Council review all AUPs and see what that would look like. PIEC does this and can collaborate with College Council;

Handbook Review Evaluation (Dr. Gable)	<p>Marsha asked the Council to review the rest of the Google Doc Handbook and add any specific changes/comments to it. She also asked the Council to review other community colleges and their apex governance body to see how they operate and if there is anything we can take away from those particular bodies.</p> <p>Pearl suggested creating a Google Folder to hold all further information for all members to access for this Governance Evaluation process.</p> <p>ACTION: Pearl will create the Google folder and share the Google Doc Handbook link with Graylin to share out with the rest of the Council.</p>
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NEW BUSINESS	

FOR CONSENSUS *	
<p><i>* 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).</i></p>	

INFORMATION AND DISCUSSION	
<p>1. Strategic Hires:</p> <ul style="list-style-type: none"> a. ALC Dean b. MNSESW Dean c. AOJ Forensic Tech d. EOPS Specialist e. Admin Asst III – Counseling Services f. Health Services Nurse 	<p>Dr. Gable briefed the Council of the following strategic hires.</p> <ul style="list-style-type: none"> a. ALC Dean – This position is already being advertised and was skipped over having the Council review this position due to President Whisenhunt expediting it. b. MNSESW Dean c. AOJ Forensic Tech d. EOPS Specialist e. Admin Asst III – Counseling Services f. Health Services Nurse <p>It was requested to do a recap at College Council on strategic hires. The thought is to have an excel spreadsheet as to where the positions currently stands.</p> <p>Richard suggested utilizing Microsoft Teams which has a number of benefits including task management.</p> <p>All positions were approved.</p>
<p>2. Brief Constituency Updates</p>	<p>ASGC Update: TABLED – Aundrea lost WiFi connection and was unable to reconnect.</p> <p>Academic Senate: Pearl shared with the Council that she is</p> <ul style="list-style-type: none"> - Two new committees EDTCCCC and Chairs Coordinators have been added under Academic Senate purview; - Bylaws need revising. Two new committees and details are missing; - Infusing Equity in Academic Senate; <ul style="list-style-type: none"> o Review committee charges, bylaws, 10+1 and EDTCCC - Replicate Governance Handbook; <ul style="list-style-type: none"> o Include membership, terms, selection process, trainings, and more <p>Admin Association: No updates</p> <p>Classified Senate: Michele briefed the Council on the following:</p> <ul style="list-style-type: none"> - Working on procedures for selecting committee members; - Classified Senate will have “Diversity in Hiring” and Guided Pathways presentations in the near future; - Student Trustee, Benjamin Blevin, is working on a Town Hall Meeting on campus and having doctors present to provide information regarding Covid-19, Covid-19 vaccinations, and more in coordination with the ASGC.

COMMITTEE REPORTS	
1. Budget Committee (BC)	<p>Bill briefed the Council on the October 14 meeting. Dana Mints and Ruth Ramirez shared how other community colleges are operating regarding budget committees.</p> <p>Bill added that the committee is looking at the Governance Handbook and will follow-up at the next meeting. Sara Ferguson, co-chair, led a survey on purpose and responsibilities for the budget committee.</p> <p>Utilizing break out groups by constituent groups at the end of the meeting and discuss what they will report out at their respective constituent groups to enhance communication.</p>
2. Facilities Committee (FC)	N/A
3. Planning and Institutional Effectiveness Committee (PIEC)	Victoria mentioned that PIEC is hosting Fall Strategic Planning Forums. Next one is tomorrow, Friday, October 29 from 9am-11am.
4. Professional Development Committee (PDC)	N/A
5. Staffing Committee (SC)	N/A
6. Classified Staffing Prioritization Committee (CSPC)	N/A
7. Faculty Staffing Prioritization Committee (FSPC)	N/A
8. Student Success & Equity Committee (SSEC)	N/A
9. Technology Committee (TC)	Eric briefed the Council that the committee is taking a look at the Governance Handbook and purpose and responsibilities.
10. Accreditation Steering Committee	N/A

FOLLOW-UP		
Who	Item	Timeline
College Council Members	Review Community Colleges Apex Governance Body for Further Insight	Ongoing
College Council Members	Review Governance Handbook and make edits/comments to Google Doc	Ongoing

WORK AHEAD
<ul style="list-style-type: none"> • <i>Governance Evaluation (FA21)</i> <ul style="list-style-type: none"> ○ <i>All members provide input through evaluation link <include link here></i> ○ <i>Review Handbook and provide suggestions for edits, deletions, additions</i>

NEXT MEETING: Thursday, December 2, 3pm-5pm [via Zoom](#)

ADJOURN – The meeting ended at 4:46pm.

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.