



**GROSSMONT COLLEGE**  
**College Council**  
**Thursday, March 24, 2022**  
**3-5 p.m.**  
Zoom Meeting

**Telephone Options:**

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

**MINUTES**

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

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Pearl Lopez	<input checked="" type="checkbox"/> Cindy Emerson ( <i>Proxy</i> )	<input type="checkbox"/> Javier Ayala
<input type="checkbox"/> Julio Soto	<input checked="" type="checkbox"/> Bryan Lam	<input checked="" type="checkbox"/> Eric Klein
<input checked="" type="checkbox"/> Richard Unis	<input checked="" type="checkbox"/> Ondrea Mesquita	<input type="checkbox"/> Wayne Branker
<input type="checkbox"/> TBD	<input checked="" type="checkbox"/> Michele Martens	<input type="checkbox"/> Michael Copenhaver

RECORDER	PRESIDENT	GUESTS
<input checked="" type="checkbox"/> Graylin Clavell	<input checked="" type="checkbox"/> Denise Whisenhunt	<input checked="" type="checkbox"/> Loren Holmquist
<i>*Italicized = Non-voting</i>		<input checked="" type="checkbox"/> Jessica Owens
		<input checked="" type="checkbox"/> Brodney Fitzgerald
		<input checked="" type="checkbox"/> Danielle Feliciano
		<input checked="" type="checkbox"/> Joan Ahrens
		<input checked="" type="checkbox"/> Janette Diaz
		<input checked="" type="checkbox"/> Victoria Rodriguez

**ROUTINE BUSINESS**

<b>1. Welcome</b>	The meeting began at 3:06pm. Ondrea Mesquita was introduced as a new Classified Senate representative to College Council.
<b>2. Establish Quorum</b> (50%+1 of voting members)	Quorum has been met.
<b>3. Additions/Deletions to Agenda</b>	Classified Staffing List (Bryan Lam) – add to the agenda for the April College Council meeting.  Dr. Fulbright reorganized the schedule of today’s agenda to be the following: <ol style="list-style-type: none"><li>1. President’s Report followed by the Faculty Prioritization List.</li><li>2. Strategic Hires</li><li>3. Technology Prioritization List</li><li>4. CASTE Book Study Reminder</li><li>5. Governance Review</li><li>6. Constituency &amp; Committee Report Outs</li></ol>
<b>4. Approve Meeting Notes</b>	2.24.2022 Meeting Notes – not needed to be voted on as quorum was not met at the February meeting.
<b>5. Public Comment</b> (5 mins)	N/A
<b>6. President’s Report</b> (5 mins)	President Whisenhunt praised the work done for accreditation and how the work was showcased during the virtual site visit that took place yesterday, Wednesday, March 23. The power of working together showed out!  President Whisenhunt shared that she recognizes that these are tough times and developing a college hour for weekly interaction. President Whisenhunt praised Dr. Gable for the effort to put this together for this weekly event. More to come!  The details are being finalizing details for an on-campus commencement! The Commencement Committee is working diligently to make this happen. She added that it enables the students to showcase their campus to their families and their community. She thanked Student Affairs for their hard work.  She also gave a shout out to Instruction and the great work taking place with the Late Start classes and the work being done there to enable more opportunities for students as well as the work to market those course offerings.  We need your Random Acts!! Please share your good work to help celebrate our 60 <sup>th</sup> Anniversary.

**DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS**

**Faculty Prioritization List  
(President Approved)**

President Whisenhunt then informed the Council that the District received new money to provide additional instructional/faculty positions over a 2-year allocation. Grossmont College will receive 9 positions as will Cuyamaca College. The top five will be funded this year and next year there will be another faculty prioritization list for those that did not apply or did not make the cut this time around. Four positions will then be selected from next year's prioritization list. Marshall added that if faculty resign and/or retire replacements will be hired on top of the additional new nine faculty to ensure the proper Faculty Obligation Number (FON) are met. FON is generated off of the number of faculty for the number of students at a school and generated from the state from a year to year review of enrollment. If the school goes below the FON the college can be penalized.

1. Dream Center
2. Visual Arts/Sculpture
3. Biology
4. Mental Health
5. Theatre Arts

\*Letter from President on Prioritization List (attachment)

**Governance Review**

1. Review Draft Handbook from Committee/Council Input

- a. Staffing Committee: Purpose from the original version of the handbook did not accurately depict what the Staffing Committee does. The major change is that the committee reviews and endorses the work of the prioritization committees.

Janette also added that the Staffing Committee does not revise the rubrics of the prioritization committees. The edited version states that they either endorse the rubric and also ensuring that the committee does not be the “gate keepers” of the work done by the prioritization committees. Rankings can either be endorsed or not by the Staffing Committee and still move forward to College Council.

Another note is that Dr. Fulbright at one point was chairing all three committees (Staffing, Faculty Prioritization, and Classified Prioritization). Marshall suggested to review the leads of these committees moving forward to avoid situations like this.

One other change was that the Prioritization Committees would propose the prioritization rankings/recommendations to the College Council.

It was suggested to remove Educational Plan from the Purpose. Overall, the Staffing works with the two Prioritization Committees and define more clearly what work the Staffing Committee.

- b. Budget: Bill started the review of edits with the “Responsibilities” section. There was never a process in place for the Budget Committee to review and prioritize budget requests submitted through the Annual Unit Plans (AUPs). Bill informed the Council of the following change to the Responsibilities of the Budget Committee:

- i. Review and Prioritize budget requests submitted through the Annual Unit Planning process and off-cycle budget augmentation requests based on College priorities. Submit recommendations to College Council. (Key Change)

Bill then informed the council how the Budget Committee changed the following to the purpose:

“The Budget Committee reviews budget requests submitted through the Annual Unit Planning Process and provides prioritized recommendations to the College Council on issues related to budget development and management. Also, the committee provides ongoing oversight in relation to budget changes and information at the State and District levels.”

This would formalize that the Budget Committee is a prioritization committee. Budget Augmentation requests would be reviewed by the Budget Committee but not prioritized. One-time only annual above base budget requests would be prioritized from the AUPs.

Budget Augmentation requests be reviewed by Budget Committees and then go to President’s Cabinet.

	<ul style="list-style-type: none"> <li>c. PIEC: Dr. Ahrens went over the changes of the Planning and Institutional Effectiveness Committee and the following changes: <ul style="list-style-type: none"> <li>i. Regularly review the progress six-year strategic plan to ensure that current efforts are in alignment, and regularly evaluate progress on achieving goals laid out in these plans. Removed the Educational Master Plan as we no longer be doing that. Instead there will be a combination of an Educational Master Plan and 6-Year Strategic Plan which will just be called the Strategic Plan.</li> <li>ii. As part of the strategic planning processes initiate and review the process for the periodic review of the mission, vision, and values. This is because the review used to be off-cycle and not part of the planning process which should be the first part in the planning process.</li> <li>iii. Include the following into the membership: <ul style="list-style-type: none"> <li>1. Planning &amp; Research Analyst in the membership</li> <li>2. District Research and Planning Supervisor</li> <li>3. SS Program Review Co-Chair</li> <li>4. Institutional Effectiveness Program Specialist(s)</li> <li>5. Faculty Accreditation Co-chair</li> <li>6. Curriculum Committee Chair or Representative</li> </ul> </li> <li>iv. Suggested that the Accreditation Standards in the handbook or added as an appendix to the handbook and/or link it to the ACCJC website.</li> <li>v. Really like to see the co-chair positions have a term of 2-years rather than 1-year, and for all the other governance committees as well.</li> <li>vi. Relevant AP/BPs</li> <li>vii. Specifically state how the other governance committees can collaborate and work together;</li> </ul> </li> <li>d. Technology: <b>TABLED to April meeting</b></li> <li>e. Facilities: <b>TABLED to April meeting</b></li> </ul>

<b>NEW BUSINESS</b>	
<b>Strategic Hires</b>	<ul style="list-style-type: none"> <li>1. <b>Director of College and Community Relations</b> – An interim has been filling this role and are looking to fill this permanently.</li> <li>2. <b>Custodian Senior, Swing Shift</b> – Position has been open for a while and the department is short staffed and the funds are in the budget.</li> <li>3. <b>Senior CPIE Dean</b> – Another position that is filled with an interim and want to fill permanently and reduce the length of interim positions. The salary was not given on the strategic hire. The dollar amount will be included to the strategic hire.</li> </ul>

**FOR CONSENSUS \***

*\* On College Council, consensus is reached when at least three-fourths (75%) of voting members present are in agreement on a decision. Consensus is not reached on College Council if more than two (2) of those in the minority are members of the same constituency (Gov. Handbook, pg. 10).*

**Technology Prioritization List  
(Eric Klein)**

1. Biology Department Laptops
2. 3D Ultrasound System
3. Spring Licensing Request
4. ESL Guided Self Placement

Eric briefed the Council on the above Technology Prioritization list which came from submitted proposals through the Annual Unit Plan (AUP) process. Five were originally submitted but one was withdrawn. Above is the ranking of the four remaining proposals.

Eric explained that the process is similar to the Classified and Faculty Staffing Prioritization process, and that they utilize a rubric for the proposals and allow for the departments who submitted a proposal to speak to the Technology Committee to express the need for their request.

There is concern that the recommenders were not informed of the recommendations but it was agreed that the Council will vote on these recommendations presented and then these recommendations will go back to the recommenders.

It was suggested that we not lose focus of the work of the prioritization committees on these recommendations. Cost is to be determined later, as these prioritization committees determine what is needed now and in what order.

**VOTE: Consensus was reached unanimously.**

**INFORMATION AND DISCUSSION**

**CASTE Book Study**

\*There are books remaining. Contact Interim Dean, Dr. Victoria Rodriguez, for a book and dates/times of book study discussions.

Victoria gave a brief synopsis of how the CASTE book read is going which has had some awkward/tense moments, but moments which will lead us to an anti-racist college.

**CONSTITUENCY AND COMMITTEE REPORTS**

<p>1. <b>Constituency Updates</b> ASGC, Academic Senate, Classified Senate, Administrators Association</p>	<p><b>ASGC:</b> No rep present</p> <p><b>Academic Senate:</b> Updates to the student registration system and it was well received. Pearl also mentioned that she is facing some pre-pandemic guidelines (Brown Act) for how she is to conduct Academic Senate meetings which require them to be in-person and no longer utilize the teleconference method. Legislation is on the floor to update these guidelines/rules, but have not been approved yet. She is currently looking to utilize two high flex rooms to hold her meetings to allow the proper space. The next meeting is scheduled for Monday, April 4, 2022.</p> <p>Pearl informed the Council that the college is sending 5 faculty to ASCCC Plenary from April 6-9, 2022. Those attending are:</p> <ul style="list-style-type: none"> <li>- Dave Dillon</li> <li>- MariaDenise Aceves</li> <li>- Sharon Sampson</li> <li>- Pearl Lopez</li> <li>- Julie Yang</li> </ul> <p><b>Classified Senate:</b> Michele reminded the Council of the Classified Employee of the Year award through a joint effort between the Chancellor’s Office and Classified Senate. Michele asked the Council to consider nominating a classified employee you feel is deserving of the award. The theme of the award is “Building Community”.</p> <p>Also Classified Leadership Institute is coming up in Riverside. Grossmont is sending five classified to CLI thanks to President Whisenhunt, and Cuyamaca is sending three. Winners of the Classified of the Year award winners will be offered to attend as well through the Chancellor’s Office.</p> <p>Classified School Employee Week and Classified Professionals Day is combining into a full week of events, classified development, and celebrating Classified Professionals. This is taking place May 16-20.</p> <p>Classified Senate held its first hybrid senate meeting last Friday, March 18 in Griffin Gate.</p> <p>Administrators Association: No report</p>
<p>2. <b>Budget Committee (BC)</b></p>	<p>Spoke about the governance review, the State Budget, and the proposed prioritization structure.</p>
<p>3. <b>Facilities Committee (FC)</b></p>	<p>No report other than construction updates.</p>

<p>4. <b>Planning and Institutional Effectiveness Committee (PIEC)</b></p>	<p>Dr. Ahrens invited all to attend the Strategic Planning Forum. Breakout rooms for shared Strategic goals and how to meet those goals.</p> <p>Facilities master plan meetings which have has been informed by the strategic planning. Gensler keeps hearing in our proposed plans that students want to feel welcomed, guided, supported, represented, and part of a community. Bill will now take over the reins of the facilities planning.</p> <p>Danielle mentioned the Annual Unit Plan Forum will be in April. Dr. Ahrens mentioned that a team is going to a conference in April and presenting with Cuyamaca on work on aligning (see recording)</p> <p>Strategic Planning Forum registration link: <a href="https://cccconfer.zoom.us/meeting/register/tJEpce6qqj4rH9ZyXivWRJyMo9wPGxkbZvgd">https://cccconfer.zoom.us/meeting/register/tJEpce6qqj4rH9ZyXivWRJyMo9wPGxkbZvgd</a></p>
<p>5. <b>Professional Development Committee (PDC)</b></p>	<p>No report</p>
<p>6. <b>Staffing Committee (SC)</b></p>	<p>No report</p>
<p>7. <b>Classified Staffing Prioritization Committee (CSPC)</b></p>	<p>No report</p>
<p>8. <b>Faculty Staffing Prioritization Committee</b></p>	<p>No report</p>
<p>9. <b>Student Success &amp; Equity Committee (SSEC)</b></p>	<p>No report</p>
<p>10. <b>Technology Committee (TC)</b></p>	<p>No report</p>
<p>11. <b>Accreditation Steering Committee</b></p>	<p>Dr. Ahrens touch base on the great visit yesterday and spoke briefly of the mid-report which is due in Fall 2023 and then the work for the completed report will begin in Fall 2024 for completion and submission by Fall 2026.</p>

FOLLOW-UP		
Who	Item	Timeline
Richard Unis	College Council <a href="#">Recommendation form</a> to communicate between committees	April College Council Meeting
Marshall Fulbright	Classified Staffing Prioritization List	April College Council Meeting
Governance Committee Co-Chairs	<ul style="list-style-type: none"> <li>- College Council Edits</li> <li>- Facilities Committee Edits</li> <li>- Professional Development Committee Edits</li> <li>- Student Success &amp; Equity Committee Edits</li> <li>- Technology Committee Edits</li> </ul>	April College Council Meeting



**WORK AHEAD**

- *Governance Evaluation*
  - *Follow-up on draft, edits, and create final document for constituency reviews.*

**NEXT MEETING: Thursday, April 28, 3pm-5pm [via Zoom](#)**

**ADJOURN**

### ***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.