GROSSMONT COLLEGE

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College Council
Thursday, May 26, 2022
3-5 p.m.
Zoom Meeting
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
☒ *Marsha Gable Marshall Fulbright*	☒ Jenine Smith	☒ *Barbara Gallego*
	☐ TBD	☐ *Colleen Parsons*
	☐ TBD	☐ *Judd Curran*
		☒ *Bill McGreevy*
		☐ *Marshall Fulbright proxy Convener*

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☒ Pearl Lopez	☒ Danielle Feliciano *(Proxy)*	☒ Javier Ayala
☐ Julio Soto	☒ Bryan Lam	☐ Eric Klein
☒ Richard Unis	☒ Ondrea Mesquita	☐ Wayne Branker
☒ Liz Barrow	☐ Michele Martens	☒ Michael Copenhaver

RECORDER	PRESIDENT	GUESTS
☒ *Graylin Clavell*	☒ *Denise Whisenhunt*	☒ Deborah Shepley (Gensler)
*Italicized = Non-voting		☒ Shawn Hicks
		☒ Victoria Rodriguez
		☒ Nancy Saks

ROUTINE BUSINESS	
1. **Welcome**	The meeting began at 3:05pm by Dr. Fulbright offering a moment of silence due to the recent school shooting in Uvalde, TX.
2. **Establish Quorum** (50%+1 of voting members)	Quorum reached.
3. **Additions/Deletions to Agenda**	N/A
4. **Approve Meeting Notes**	April 28, 2022 meeting minutes were approved.
5. **Public Comment** (5 mins)	N/A
6. **President's Report** (5 mins)	President Whisenhunt gave a brief introduction to Deborah Shepley from Gensler and thanked VP Bill McGreevy and the Facilities Committee for all their work during this process. President Whisenhunt acknowledged that this school year is coming to an end. She added that there is a lot of engagement and intentional work going on and extended thanks for that as well as the work being done with Guided Pathways. She is excited for the work that is being done with the Action Teams in Guided Pathways. President Whisenhunt then acknowledged all the equity work being done as evidence of the Anti-Racism taskforce, the book reads, and more. She is excited of the opportunities being presented in this work in the fall. President Whisenhunt then gave a strong thank you to Taneisha Hellon and Moriah Gonzalez-Meeks on their year-long commitment to restructuring and enhancing an equity mindset of specific PE policies. Lastly, it is "smile season" as there are a number of graduation events for different programs/departments. Please try to attend those events and congratulate our grads! **ACTION: Need a public facing current event calendar to showcase all current events to all of campus. Speak with David Ogul and Bernadette Black.**

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS	
Governance Review Updated Timeline	Dr. Fulbright mentioned that this governance review work will continue over the summer and then be able to provide insight in September and October. Constituent group Senate Presidents and the Administration Association President have received the revised Governance Handbook for their groups to review and solicit feedback.

NEW BUSINESS	
Strategic Hires	1. **Administrative Assistant IV – Academic Affairs:** This position is a vital position and assists in keeping the VPAA timely in responses, as well as logistics , reviewing of critical requests, and more. 2. **Assistive Technology, Alternate Media Specialist:** This is an important role to provide alternative media resources and is a critical fill. 3. **Biology Faculty:** Shawn spoke to this position as the fill rates and waitlists for Biology are large and this position would relieve some of that pressure and provide some more access for our students. 4. **Nurse Faculty:** Nancy spoke about this position. This is to back fill a late resignation. This position is needed to fill a faculty position with a Mental Health background.

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 <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).

*Facilities Master Plan Presentation by Gensler
 	
*First Agenda Item
	Ms. Deborah Shepley briefed the Council on the Facilities Master Plan and the process it took to get to this point. As for the process it is integrated by four fundamental areas which are: Grossmont College Strategic Plan; Grossmont College Facilities Master Plan; Capital Outlay Planning; & Local Bond Planning
	
	The planning process was then broken down into a 5-step process of Prepare, Analyze, Frame, Explore, & Recommend.
	
	All of these steps were done through campus wide input. The process included both quantitative and qualitative data to make informed decisions. Also, there was a robust taskforce that learned the experiences and favorites of those that utilize this space either for school or work. This Facilities Master Plan will be presented to the Governing Board at the June meeting on June 21, 2022.
	
	Through the work done by the taskforce the group learned about favorite places and why, the experiences people have on campus (both good and bad), and sense of belonging. A survey went campus wide in which 601 students participated in along with 124 faculty, and 109 staff. The survey was given during the pandemic and one of the questions was based on the value of campus and what did the students miss. Majority of the responses were that they missed the in-person collaboration with their classmates and instructors, and having a daily routine. The responses were similar from faculty. The survey also provided insight as to which method of learning do the students prefer which was a mixed result of in-person, hybrid and online learning. The results of this survey pointed to three main aspects which are:
	   1. In-person instruction and campus community;
	   2. Accessibility throughout the campus;
	   3. Student support services and a hybrid model of learning;
	
	This work integrates with our 5 Strategic Goals of Educational Excellence, Completion Culture, Innovation & Effectiveness, Operational Excellence and Community Collaboration. We want the students to feel welcomed, supported, guided, connected, represented, and develop a sense of belonging, pride, and community. Deborah then shared the current campus map and then a campus map of the future which showcased which buildings would be new, ones that will be redesigned and/or repurposed, and included a location for possible on-campus student housing.
	
	Highlights included:
	   - A new entry way which included removing the bookstore and relocating it. This entryway leads to a central plaza and bring all the student services closer to the "front door/entryway".
	   - Enhance parts of the library. Further discussion on this building is needed but quiet study spaces, spaces for online courses, and a new entry way through the middle of the library has been discussed.
	   - The 200's complex would replace aging buildings to improve access and flow
	   - Replace the CDC aging building;
	   - Renovate 500's by relocate functions in buildings 52, 53, and 54, removing 51 and 55 ad creating 2-3 story buildings in place of 52 and 53;
	   - Extending the gym;
	   - New pools which would relocate the sand volleyball courts somewhere else;
	   - Reconfigure District offices and eventually relocate those offices to Cuyamaca;
	   - Next to lot 4A would be a possible location for student housing if the need is there;
	   - Overlook across the street from building 34;
	
	It was asked if this was a 10-year plan to which President Whisenhunt that these are 10 year plus goals. It was also asked about Middle College and ACE locations. Danielle responded by stating that this was brought up in the strategic planning committee and that it was ask Gensler to make note of those two programs that need to give a space/home.
	
	ACTION: **The College Council voted in favor to move the Facilities Master Plan forward to President Whisenhunt as an endorsement.**

INFORMATION AND DISCUSSION	
Recommendation Form	Richard reminded the Council of the recommendation form that could be used to make a recommendation to the President and other governance committees. Richard then shared Participatory Governance page on the Academic Senate site to showcase information on participatory governance. **ACTION: Add the recommendation form as a reminder to be utilized for governance committees to utilize in bringing recommendations to the Council.**

CONSTITUENCY AND COMMITTEE REPORTS	
1. **Constituency Updates** ASGC, Academic Senate, Classified Senate, Administrators Association	**ASGC:** Jenine provided that the ASGC group is wrapping up the end of the school year and that she will have more information in future meetings. **Academic Senate**: Dr. Lopez shared that the pressing item is High Flex courses right now. Also, some senators are generously dedicating sometime in the summer to review their bylaws. Academic Senate will also hold a joint retreat with the Academic Senate from Cuyamaca (recording), and updating the website. **Classified Senate:** Bryan shared that the Classified Senate had a forum with President Whisenhunt and then celebrated Classified Professionals week during the last two meetings. **Administrators Association:** Nothing to report.
2. **Budget Committee** (BC)	The Budget Committee formed a sub-group to outline the Resource Allocation Model for how the Budget Committee will process one-time base budget requests.
3. **Facilities Committee** (FC)	N/A
4. **Planning and Institutional Effectiveness Committee** (PIEC)	N/A
5. **Professional Development Committee** (PDC)	Dr. Rodriguez acknowledged that the committee discovered 5 professional development needs based off of the AUPs. These 5 "themes" will be focused on over the next academic year. Dr. Rodriguez gave two theme examples of mental health and self-care. She will be reaching out to groups that do some of this work to review and work on these themes and come up with a schedule for the next calendar year.
6. **Staffing Committee** (SC)	Dr. Fulbright informed the Council that the Staffing Committee ended by making the recommendation to the staffing prioritization committees to review the rubrics and ensure that data is included. This is to ensure the prioritization committees are making data informed decisions in their rankings. There is currently no Co-Chair for the Staffing Committee and the committee will look to vote on one in the first meeting of the fall semester. Dr. Janette Diaz served as the faculty Co-Chair this past year with Dr. Fulbright. The next Co-Chair will be a Classified Professional.
7. **Classified Staffing Prioritization Committee** (CSPC)	Make sure we are making data informed decisions. The prioritization committees really focused on really informed decisions. Liz suggested having some guiding principles for making these decisions.
8. **Faculty Staffing Prioritization Committee** (FSPC)	See Classified Staffing Prioritization Committee.
9. **Student Success & Equity Committee** (SSEC)	Dr. Rodriguez informed the Council that a draft of the student equity plan has been made, and that a summer retreat to finalize and tighten it up has been scheduled, and then this committee will be making the rounds to other governance committees in the fall to receive feedback on the plan.
10. **Technology Committee** (TC)	Bryan informed the Council that he will be the new Co-Chair for the committee, and how the digital signage will best be utilized.
11. **Accreditation Steering Committee**	N/A

FOLLOW-UP		
Who	**Item**	**Timeline**
Richard Unis	Recommendation Form	April/May Meeting

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

<u>**NEXT MEETING**</u>**: Thursday, August 25, 3pm-5pm (Loc. TBD)**

ADJOURNED AT 4:33pm.

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.