GROSSMONT COLLEGE
College Council
Thursday, November 30, 2023
3-5 p.m.
Zoom

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
☒ *Denise Whisenhunt, President*	☒ Cesar Nunez	☐ *Colleen Parsons, CSEA*
	☐ Evelyn Villa	☐ *Julio Soto, AFT*
	☐ Ninwa Kasha	☐ *Administrators Association Rep*
	☐ Rooz Salih	☐ *Marsha Gable, VPSS*
		☒ *Agustin Albarran, Int. VPAA*
		☐ *VPAS* (vacant)
		☒ *Joan Ahrens, Sr. Dean, CPIE*
		☒ *Ernesto Rivera, Director of College and Community Relations*

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☒ Pearl Lopez	☐ Elaine Adlam ☒ Proxy: Cindy Emerson	☒ Courtney Willis
☒ Carmina Caballes	☐ Diana Barajas ☒ Proxy: Bryan	☒ Loren Holmquist
☒ Jeff Waller	☒ Jayden Logan	☒ Nancy Saks
☒ June Yang	☒ Michele Martens	☐ Wayne Branker

RECORDER
☒ *Bernadette Black*
Italicized = Non-voting

ROUTINE BUSINESS	
1. Welcome	Denise welcomed everyone to the meeting. She provided an update on the bond. A readiness survey was conducted within the community and the results showed that the community is not yet ready for a bond so we will not be moving forward at this time. In partnership with the Academic Senate, the executive team held a welcome dinner for new faculty. The goal is to do something similar for new classified professionals and administrators.
2. Establish Quorum (50%+1 of voting members)	Quorum was established.
3. Additions/Deletions to Agenda	Additions included: • Governing Training during flex week / College Council • College Council's role in supporting participatory governance committees • The final Governance Handbook will be emailed to College Council since it was voted on and approved at a previous meeting.
4. Approve Meeting Notes (10/26/23)	The meeting notes from 10/26/23 were approved.
5. Public Comment (3 min max per comment)	Jeff Waller clarified some of the comments that were made from last meeting. The intent was to help administrators see the student's needs and what the impact is on students when making budget decisions.

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS	
1.	

CONSTITUENCY AND COMMITTEE REPORTS (2 minutes maximum)	
1. Constituency Updates ASGC, Academic Senate, Classified Senate, Administrators Association	**ASGC:** Cesar reported he is attending an Advocacy Academy this week. ASGC is doing a joint Christmas party with FYE on December 5th from 3:00-5:00pm. ASGC is working on issues for next semester, such as the benefit sticker. They are also discussing cameras on campus. **Academic Senate:** Pearl reported they hosted a meeting with FACCC so they could provide an update on upcoming legislation. Assembly bills that recently passed: • AB91 – Specific to San Diego region. It allows residents from across the border to take courses here without paying out of state tuition fees. • AB1096 – This gives campuses the opportunity to offer courses in languages other than English. At the recent Academic Senate plenary, there were several resolutions that went out for voting; one was co-authored by Richard Unis on part-time faculty inclusiveness. **Classified Senate:** Michele reported they recently held their retreat which included a student panel with ASGC. Senate held student appreciation pop-up events, which were a success. They are also hosting Thank You grams as a fundraiser which closes on December 4th. **Administrators Association:** No report.
2. Budget Committee (BC)	No report.
3. Facilities Committee (FC)	Bonnie Ripley will be presenting on their Garden Signs project that went to the Facilities Committee.
4. Planning and Institutional Effectiveness Committee (PIEC)	Joan shared the document on Ethical Standards for Data Use and Sharing for people to follow when sharing institutional data. **Data Coaching - OneDrive (sharepoint.com).** They are working with Susan Munoz to launch our data coaching program. PIEC also started planning for the annual planning forum scheduled on April 26th. The focus will be on our AUPs.
5. Professional Development Committee (PDC)	No report.
6. Staffing Committee (SC)	Graylin reported they are continuing to work on developing a draft Staffing plan. They are using Compton College's plan as a guide for the Grossmont's staffing plan.
7. Classified Staffing Prioritization Committee (CSPC)	No report.
8. Faculty Staffing Prioritization Committee (FSPC)	Agustin reported the rankings are due by 5:00PM today. The presentations are scheduled for next Friday, December 8th.
9. Student Success & Equity Committee (SSEC)	No report.
10. Technology Committee (TC)	Bryan reported they received nine technology requests and they are currently prioritizing them. The scoring is due December 8th and final prioritization will be completed in February.

11. Accreditation Steering Committee	Joan shared the draft timeline and detailed plan for the ISER, noting that they have workgroups for each standard with each of them led by tri-chairs (administrator, faculty, classified professional).

NEW BUSINESS	
1. Garden Signs – Recommendation from Facilities Committee	Bonnie Ripley reviewed the project on garden signs that recently went to the Facilities committee. The goal is to develop an interactive nature trail with permanent signs across campus. They will be National Park Service style signs that will have nice illustrations, made accessible and easy to read and installed on all six of our native plant gardens that represent different habitats. It will also provide links and audio recordings. Once this is completed, the student club plans to provide tours and nature walks. She noted that students from the student club have been working on writing the content for the signs. They discussed how much content should be included on the sign versus the website, and they agreed that to go with wayfinding signs, while the website will include more detailed information. This is funded through a grant and the funds have to be spent by March 15th or we lose it. Council members loved the idea of building community and bringing community to campus and gave kudos to Bonnie and the students.
2. Calendar of Presentations	Denise shared the calendar of proposed 20-minute presentations to College Council for 23/24 and asked the group if they had any feedback for topics. It was suggested adding DLR Space Utilization to February. Pearl suggested adding legislation to help inform us what legislation is coming down from the state. Denise suggested making this a standing agenda item. Cindy stated that it would be helpful that when we receive these reports that council members be given direction on how to incorporate the information that was just provided so they can be ambassadors. It was suggested that members be provided talking points so that there can be consistency when reporting back.
3. Governance Training	Joan solicited volunteers to lead the Governance Training during flex week as it was agreed that College Council would take over the training. Pearl Lopez and Nancy Saks both volunteered.
4. CC Responsibility	One of our responsibilities as members of College Council is to help other governance committees and to understand what is happening around campus. It would be helpful that the co-chairs of governance committees attend College Council on a regular basis to talk about their plan for the year and the goals they are working on. It was reminded that one of College Council's goals was to have an annual meeting with co-chairs. Joan added that a governance retreat was held over the summer where they had set goals. Tomorrow is the third IEPI visit with the PRT team for them to see our progress. An invitation was extended to College Council to the 9:30am meeting on the governance refresher which will provide an opportunity to consult with experts in the field on improving processes.

FOR CONSENSUS *
* On College Council, consensus is reached when at least three-fourths (75%) of voting members present
are in agreement, and if there are no more than two members from any one constituency who disagree, then consensus to move recommendation forward to President is reached.

1. Flag Request for Black History Month	Niko presented the flag request for Black History Month asking that it be raised for the entirety of the month starting with February 1st. As process states, constituent reps will take this request back to their groups for a vote and then bring back to College Council in January for final approval. The recommendation then goes to the President and Chancellor's Cabinet. Pearl stated she hoped for the future that these requests be planned well in advanced as this request would typically go to Academic Senate first for information and then brought back to their next meeting for a vote. It was suggested adding a timeline to the application. Niko also requested that at some point the flag raisings become recurring so that it does not need to go for a revote every year. It was also suggested posting the instructions on recommendations to College Council on the website.

INFORMATION AND DISCUSSION	
1. Strategic Hires (informational only) • Custodian (CL-00458) • Curriculum Specialist (New) • Administrative Assistant II/Athletics (CL-00670) • Health Services Nurse (CL-00345) • Counseling Supervisor (SU-00004) • Financial Aid Assistant Sr (CL-00108) • Health Services Supervisor (SU-00012) • ARC Counselor (CN-00051) • Financial Aid Technician (CL-00605) • UMOJA Counselor (CN-00080)	Denise reviewed the strategic hires which were already approved to move forward. It was noted that the new Curriculum Specialist position was the number one position from last year's classified staffing prioritization list.

2. AUP Timeline	Joan reviewed the AUP process with the Council. Our planning cycle involves all units turning in their AUP plan in October. From there, the prioritization committees receive the resource requests that are submitted in the AUPs so they can be prioritized. She also reviewed the integrated planning cycle (program review, AUP, resource allocation, and outcomes assessment) which all inform decision-making. Our current model has been in place for three years. She summarized the number of resources requests that were received, which included: • Faculty Staffing – 27 • Classified Staffing – 44 • Facilities – 17 • Budget – 2 • Technology - 9 Joan reviewed the AUP timeline we have been using for the last three years. With our new technology, Nuventive, units can start the planning process anytime. Currently we post faculty positions in January but due to timing and faculty being off contract during the summer, it was being proposed to move faculty positions to early fall and the purchase timeline for new technology and equipment would begin after July 1st to allow more time for PRs to be submitted. This modification would align better with the fiscal year.

FOLLOW-UP		
Who	**Item**	**Timeline**
Constituent Reps	Bring the Flag Request for Black History Month back to their groups for a vote.	By next College Council meeting in January.

Participatory Governance:

College Council Website

NEXT MEETING: December No Meeting

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.

Engagement Norms

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 we 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.