



GROSSMONT COLLEGE
College Council
Thursday, March 27, 2025
3-5 p.m.
GRIFFIN GATE

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>Denise Whisenhunt, President</i>	<input checked="" type="checkbox"/> Lu Tri Vi Huynh	<input type="checkbox"/> <i>Colleen Moreno, CSEA</i>
	<input checked="" type="checkbox"/> Nathaniel Harris	<input type="checkbox"/> <i>Julio Soto, AFT</i>
	<input type="checkbox"/> Monserrat Lara Gonzalez	<input type="checkbox"/> <i>TBD, Administrators Association Rep</i>
	<input type="checkbox"/> Alexa Isabella Narvaez	<input checked="" type="checkbox"/> <i>Adrienne Garay-Lee, VPSS</i>
		<input type="checkbox"/> <i>Agustin Albarran, Int. VPAA</i>
		<input checked="" type="checkbox"/> <i>Proxy: Tate Hurvitz</i>
		<input checked="" type="checkbox"/> <i>Sheree Stopper, VPAS</i>
		<input checked="" type="checkbox"/> <i>Joan Ahrens, Sr. Dean, CPIE</i>
		<input checked="" type="checkbox"/> <i>Ernesto Rivera, Director of College and Community Relations</i>

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input type="checkbox"/> Perla Lopez	<input type="checkbox"/> Andrew Hellier	<input type="checkbox"/> Courtney Willis
<input checked="" type="checkbox"/> Proxy: Sharon Sampson	<input checked="" type="checkbox"/> Proxy: Janice Fischer	<input checked="" type="checkbox"/> Proxy: Martha Clavelle
<input checked="" type="checkbox"/> Richard Unis	<input checked="" type="checkbox"/> Bryan Lam	<input type="checkbox"/> TBD
<input checked="" type="checkbox"/> Jeff Waller	<input checked="" type="checkbox"/> Brandi Tonne	<input checked="" type="checkbox"/> Nancy Saks
<input checked="" type="checkbox"/> June Yang	<input checked="" type="checkbox"/> Michele Martens	<input type="checkbox"/> Wayne Branker

RECORDER	GUESTS
<input checked="" type="checkbox"/> <i>Bernadette Black</i>	Natalie Ray, Brodney Fitzgerald
<i>*Italicized = Non-voting</i>	

ROUTINE BUSINESS	
1. Welcome	Denise welcomed everyone to the meeting. She shared briefly on the women's empowerment luncheon held earlier.
2. Establish Quorum (50%+1 of voting members)	Quorum was established.
3. Additions/Deletions to Agenda	No additions or deletions.
4. Approve Meeting Notes (2/27/25)	The meeting notes from 2/27/25 were approved.
5. Public Comment (3 min max per comment)	There were no public comments.

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS

1. Tutoring Update

There were concerns shared at last meeting about tutoring and Tate, on behalf of Agustin, provided an update. Tutoring had a fairly consistent budget for several years funded through different pots of money. There have been budget reductions coming down from the state. The MESA program wanted to do embedded tutoring, but as the spending guidelines came into focus, they were not able to do that. They looked at one time funds that had money left over to help subsidize costs but costs continue to increase, including student hourly rates. If we were to repeat this year's service level, it would be an additional \$70,000. They have been tracking utilization and found for the math center, they scaled back an hour in the morning. A majority of that loss has been absorbed in times later in the day. They are working with Carol Rapolla to drill down all expenditures related to tutoring to get a precise number. They are working on a budget plan, hours of operations, and the number of tutors it would provide. This budget plan will go to Cabinet in the next two weeks so they have a full picture of costs and projected needs.

Jeff formally requested that there be a deep dive into the MESA program as it seems to not have much oversight, and asked if the program is meeting all of its requirements, which Brodney reported that they are meeting their requirements. June asked if submitting letters of support for embedded tutoring would be helpful; it was noted any positive feedback is great.

Brodney asked if they had any idea on tutoring coverage for summer or fall yet. Tate noted that they will be offering summer tutoring options comparable to previous summers. Brodney added that they are going to start a MESA Advisory Council which will include student services and faculty reps to talk about what we can do to better serve the campus.

Joan noted she's been working on the student equity budget with Victoria and they spent \$300,000 at least on tutoring and are doing their best to support. She noted that pulling money from different areas isn't fair. We are at a fiscal cliff and people should come to College Council with suggestions in solving problems rather than demanding resources.

Tate mentioned that the state of California has funded less to general and more to categorical. Categoricals, however, do not receive COLA so we have to do a lot more with a lot less. Brandi shared feedback from an instructor who was impressed with embedded tutors, and inquired whether there will be an analysis of course succession rates. Tate noted there has been an analysis in English and math, but unfortunately the data is not conclusive. Richard suggested extending adjunct's office hours to help tutor students as an option.

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.

NEW BUSINESS	
1. Grants process	Sheree shared copies of the Request for Grant form noting that we are going to start bringing more information to the table in regards to grants. Although the form advises submitting it one week before the due date, Sheree wants to change that to 4 weeks to provide time for review. It is important that each grant proposal is brought to Cabinet so they can review the many considerations, implications, and concerns. We have to ensure they align with our mission. Common concerns are the hiring of personnel and what happens to them when the grant goes away; if we committed ourselves to capital expenditures, how do we maintain in the future? We need to think about cost of ownership and ongoing needs. They also want to hear from the proposer on how it meets the need and the strategic outcome. She asked that grant requests be submitted as soon as you want to apply. Nancy noted there is a separate grant planning forum that is used for pre-approval and asked if that form is still being used as it's often used so ensure there aren't multiple groups applying for the same grant and competing for the same resources. Sheree will follow up with Sahar. It was also noted that when considering writing grants, grants often have an assessment expectation which means research needs to be involved. They need to ensure those departments that are impacted are aware.

INFORMATION AND DISCUSSION	
1. Strategic Hires (informational only) • Custodian (CL-00068)	This position will fill a recent resignation. FMO already has four custodial vacancies still in the hiring recruitment process.

CONSTITUENCY AND COMMITTEE REPORTS (2 minutes maximum)	
1. Constituency Updates: ASGC, Academic Senate, Classified Senate, Administrators Association	<p>ASGC: ASGC hosted a spring club event beginning of March and recorded 240 student sign ups. They partnered with Student Affairs on a soft launch of the reflection space. A student worker was hired to maintain the room from 8:30-12:30pm; ASGC reps will rotate to help coverage through afternoon. They also celebrated Women's History month. March 15th, ASGC traveled to Washington DC to attend the ASCCC. They also participated in the GC Open House event. During spring break, the ASGC president and student trustee and member of the governing board will be traveling to Los Angeles to attend SSCCC to review resolutions and vote for their Board of Director for 25/26.</p> <p>Academic Senate: No report.</p> <p>Classified Senate: The new eBoard members are President – Andrew Hellier; Vice President – Janice Fischer; Secretary – Debora Hanssen; and Treasurer – Roma Sitta (tentative for the new fiscal year). The student appreciation pop ups are scheduled April 9th and 10th. They received a Foundation grant to help fund the event along with donations from Student Affairs. They also reached out to faculty for assistance during the event. There is also a QR code available for people to donate to Classified Senate.</p> <p>Administrators Association: AA Newsletter</p>

2. Budget Committee (BC)	The Budget committee met in March. They discussed the second quarter budget to actuals; reviewed our spending trends compared to prior year; and looked at the state funding outlook which projected a 7.12% deficit. We did not budget for a state deficit this year; prior years, we budgeted 2%. They also reviewed the annual budget calendar and shared key highlights from the governor's budget proposal which included a 2.3% COLA. Lastly, they reviewed accreditation Standard 3.
3. Facilities Committee (FC)	The Facilities committee received around 26-30 facilities AUP requests and are starting to review. They also reviewed updates on construction projects.
4. Planning and Institutional Effectiveness Committee (PIEC)	PIEC reviewed the agenda for the planning forum. There are currently 71 people signed up. There is a required financial aid training during the week of the planning forum so the forum will be postponed until the fall. September will be Annual Unit planning month so timing will be good to schedule the forum then. Communication regarding the postponement will go out soon.
5. Professional Development Committee (PDC)	The PD committee is planning on sending out another PD needs assessment survey. In spring 2023, they had 30 responses, and in spring 2024, they received 97 responses. They also reviewed the top five topics that were indicated in the survey.
6. Staffing Committee (SC)	They did not meet.
7. Classified Staffing Prioritization Committee (CSPC)	They met this week and agreed to do an aggressive timeline to ensure the prioritization list comes to College Council in May.
8. Faculty Staffing Prioritization Committee (FSPC)	They met February 25 th and went over 28 faculty requests. An email will be sent to the deans about the upcoming deadlines. The presentations and Q&A will be scheduled on April 18 th . This will provide an opportunity for deans to do rankings in their division and for faculty to provide supplemental materials. The goal is to bring the prioritization list to College Council in May.
9. Student Success & Equity Committee (SSEC)	They are working on the development of the new Student Success and Equity plan. There will be a joint workgroup with SSEC and PIEC that will work on that plan. It was noted that we submitted our data on student outcomes to the state and they send back to us the groups on what we should focus on in the development of this plan. The first workgroup meeting was held last week which focused on the disproportionate impacted students.
10. Technology Committee (TC)	They are in the midst of reviewing their resource requests and had an opportunity to ask for clarifying questions. They all responded back and at the last meeting, departments that wanted to present additional information, they had that opportunity. April 10 th is the due date for all committee members to submit their rankings to the co-chairs. The formal recommendation will go to College Council in May.

<p>11. Accreditation Steering Committee</p>	<p>Joan met with Denise Schulmeyer and both are pleased with the progress being made on DE, student learning outcomes, and the assessment in student services. She needs to check in with curriculum to make sure our course outlines are up to date. The site team usually asks for a sample of course outlines.</p> <p>She noted that we have a full ISER draft. Standard 4 is in the process of being reviewed. The goal is to get a rough draft in the late summer, and then tentatively scheduled to go for board approval in October. She wants to submit the report to ACCJC in November.</p> <p>In spring 2026, peer reviewers will start reviewing our ISER and will send questions to the college which gives us an opportunity to know what we need to work on. The reviewers will then decide on submitting to us core inquiries that we can work on so we can respond during the site visit. Joan was acknowledged for her work on accreditation.</p>
<p>12. Governance Priorities Workgroups Report Outs</p> <ul style="list-style-type: none"> • Overall campus engagement (<i>Graylin Clavell, Diana Torres, Agustin Albarran</i>) • Training (<i>Tate Hurvitz, Denise Whisenhunt, Jennifer Bennett, Perla Lopez</i>) • Participation (<i>June Yang, Wayne Branker, Julio Soto, Karo Macias, Courtney Willis</i>) • Communication (<i>Ernesto Rivera, Carmina Caballes, Diana Torres, Sheree Stopper</i>) 	<p>These priorities came out of last year's governance retreat. It was noted that the retreat has typically been the first Tuesday in August however with the semester starting sooner, this might not be good timing. It was suggested looking at late June or early July. She will work with Cabinet and hope to have a date at the next meeting. Participants are chairs and co chairs and members of College Council. The Annual Unit Plan assessment survey will be sent out to the prioritization committees. The results from that as well as the governance handbook will be reviewed at the retreat.</p> <p>Denise reported the President's Taskforce on Antiracism is continuing to meet, noting its commitment to DEIA.</p> <p>There was discussion about different celebrations around campus and it was emphasized that when advertising these events, that it must state that it's open to all students.</p>

FOLLOW-UP		
Who	Item	Timeline

<p>Participatory Governance:</p> <p>College Council Website Governance Handbook</p>
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<p><u>NEXT MEETING:</u> April 24, 2025 in the Living Room</p>
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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.