



GROSSMONT COLLEGE
Staffing Committee
November 16, 2023 | 3 – 4:30 p.m.

[Zoom Meeting](#)

MINUTES

Purpose: The Staffing Committee is responsible for drafting Grossmont College’s multi-year Staffing Plan based on Educational Master Plan and Strategic Plan goals, and for monitoring the implementation of Staffing Plan to promote employment equity and diversity consistent with the college’s mission, vision and values. The Grossmont College Staffing Committee is responsible for prioritization of faculty and classified staffing requests from annual unit plans.

CO-CHAIRS	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input type="checkbox"/> Marsha Gable	<input type="checkbox"/> Naomi Alacron	<input type="checkbox"/> Agustin Albarran
<input checked="" type="checkbox"/> Graylin Clavell	<input type="checkbox"/> Sebastian Deleon	<input type="checkbox"/>
	<input type="checkbox"/> Gian Cortez	

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS’ ASSOCIATION
<input checked="" type="checkbox"/> Janette Calo	<input type="checkbox"/> Chad Deitchman	<input checked="" type="checkbox"/> Maura Mehrian
<input type="checkbox"/> Angela DiDomenico	<input checked="" type="checkbox"/> Lisa Blas-Bernadette Black	<input checked="" type="checkbox"/> Loren Holmquist
<input type="checkbox"/> Vacant	<input type="checkbox"/> Graylin Clavell	<input type="checkbox"/> Luma Shamon

EX OFFICIO	RECORDER	MEMBERS from CSPC and/or FSPC
<input type="checkbox"/> VPAS (TBD)	<input checked="" type="checkbox"/> Christine Girsch	<input type="checkbox"/>
<input type="checkbox"/> Luma Shamon (CSPC)	GUESTS	<input type="checkbox"/>
<input type="checkbox"/> TBD (FSPC)	<input checked="" type="checkbox"/> Natalie Ray	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

ROUTINE BUSINESS	
1. Welcome and Introductions	Started at 3:05pm with an icebreaker “what is everyone doing for Thanksgiving holiday?”
2. Establish Quorum (50% + 1)	Quorum not met.
3. Public Comments	N/A
4. Additions/Deletions to Agenda	N/A
5. Approve Meeting Summary & Follow-up	October 19, 2023 Minutes – No vote due to not meeting quorum.
6. President Update	N/A

ROUTINE BUSINESS	
NEW BUSINESS	
1. New Accreditation Standards	Graylin reviewed the new accreditation standards with the committee and informed them that these will be one of the guiding principles of the Staffing Plan.
2. Next Meeting	February 16, 2024 - No meeting on December 21, 2023 & January 18, 2024

DISCUSSION ON PREVIOUS AGENDA ITEMS *(Time Permitting)*

<p>1. Staffing Plan: Review Input of Compton College Staffing Plan One Drive Sub-Group Plan Doc</p>	<ul style="list-style-type: none"> - Chapters 1-3 - Chapters 4-6 - Chapters 7-9 <p>Graylin shared with the group the working draft of the table of contents for the Staffing Plan and asked for the committee’s opinion on the information and formatting where specific information should go.</p> <p>It was suggested to summarize both the introduction and guiding principles. Jeannette volunteered to create a draft of the “Introduction and Purpose” and the remaining committee members will work on summarizing the “Guiding Principles” which are the college’s Mission, Vision, and Values, Accreditation Standards, and the college’s Strategic Plan.</p> <p>Graylin also mentioned that he would share the technology Committee’s Technology Plan to see how they created their plan and what information they included. Graylin will email the Technology plan to the committee members with today’s meeting minutes.</p> <p>Jeannette suggested inviting someone from Compton College to the next Staffing Committee Meeting in February to discuss how their staffing plan was developed and more. Graylin will reach out to the President of Compton College and invite him to the February Staffing Committee meeting.</p>
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REPORTS

Classified Staffing Prioritization Comm. (CSPC)	N/A
Faculty Staffing Prioritization Comm. (FSPC)	N/A

FOR CONSENSUS *

* Consensus is reached when at least 75% of voting members present are in agreement on a decision (Gov. Handbook pg. 10).

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FOLLOW-UP

Who	Item	Timeline
Graylin Clavell	Data requests	February 2024
Graylin Clavell	Invite	

WORK AHEAD

- Develop Staffing Plan

NEXT SCHEDULED MEETING: February 15, 2024 (3pm-4:30pm) / [ZOOM](#)

CONCLUSION

Meeting adjourned at 4:00pm.

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:

- There is no rank in the room when at the committee table. All participants are treated as peers, both between constituencies and within constituencies.
- Speakers will be heard one at a time and without interruption. Participants will allow for moments of silence for thought and other viewpoints. In consideration of hearing all feedback, members should be mindful of how often and how long they speak. Equity in consensus building means including diverse perspectives at all levels of the organization.
- Members will be engaged and contribute, and challenge ideas, not people. All meeting attendees will be respectful/civil in their comments, responses, and body language.
- Members will listen to others, and seek to focus on the merits of what is being said, while making a good faith effort to understand the concerns of others. Council/committee members are encouraged to ask questions of clarification.

- Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodate individual interests and the interests of others.
- All members should be mindful of the language used in discussions, including use of "I" statements instead of "they" attributions to relate anecdotal evidence or experiences. Members are encouraged to use an asset-minded approach that focuses on what works and how something can be done. This is in contrast to a deficit-minded approach that focuses on the negative and why an initiative, idea, or project can't get done.
- All council/committee members will be aware of the purpose and responsibility of their committees. When issues arise in discussion that are not supported by the committee's charge, the chair will identify the proper council, committee, or constituency group leadership for review, and forward the issue for consideration.
- Once consensus is reached after deliberation, council/committee members will support the group's recommendation.

Virtual Meeting Norms

At the meeting held virtually on April 16, 2020, virtual norms were discussed and established.

- Use the "raise hand" feature in Zoom participant window to avoid talking over each other.
- Mute microphone unless talking.
- For consensus items, the Recorder will type the consensus item in the chat window and voting members will enter:
 - "thumbs up" or "approve" for yes votes,
 - "thumbs down" or "do not approve" for no votes, or
 - "thumbs sideways" or "neutral".