



GROSSMONT COLLEGE  
Staffing Committee  
April 20, 2023 | 3 – 4:30 p.m.

[Zoom Meeting](#)

**AGENDA**

**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 checked="" type="checkbox"/> Marsha Gable	<input checked="" type="checkbox"/> Cesar Nunez	<input type="checkbox"/> Marshall Fulbright
<input checked="" type="checkbox"/> Graylin Clavell	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS’ ASSOCIATION
<input checked="" type="checkbox"/> Janette Calo	<input checked="" type="checkbox"/> Chad Deitchman	<input checked="" type="checkbox"/> Maura Mehrian
<input type="checkbox"/> Evan Wirig	<input type="checkbox"/> Kelly Jackson	<input type="checkbox"/> Loren Holmquist
<input type="checkbox"/> Angela DiDomenico	<input checked="" type="checkbox"/> Theresa Apodaca	<input type="checkbox"/> Luma Shamon

EX OFFICIO	RECORDER	MEMBERS from CSPC and/or FSPC
<input type="checkbox"/> VPAS (TBD)	<input checked="" type="checkbox"/> Patty Sparks	<input type="checkbox"/>
<input type="checkbox"/> Marshal Fulbright (VPAA)	GUESTS	<input type="checkbox"/>
<input type="checkbox"/> Brodney (John) Fitzgerald (FSPC)	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>

ROUTINE BUSINESS	
1. <b>Welcome and Introductions</b>	The meeting began at 3:07pm.
2. <b>Establish Quorum (50% + 1)</b>	Quorum met.
3. <b>Public Comments</b>	N/A
4. <b>Additions/Deletions to Agenda</b>	N/A
5. <b>Approve Meeting Summary &amp; Follow-up</b>	The March 2023 meeting minutes were approved.
6. <b>President Update</b>	N/A

ROUTINE BUSINESS	
NEW BUSINESS	
1.	

<b>DISCUSSION ON PREVIOUS AGENDA ITEMS</b> <i>(Time Permitting)</i>	
<p>1. <b>Staffing Plan:</b> Sub-groups for Staffing Plan Sections <a href="#">One Drive Sub-Group Plan Doc</a></p>	<ul style="list-style-type: none"> <li>i. Guiding Principles (Graylin, Loren, &amp; Cesar)</li> <li>ii. Mission, Vision, and Values (Jeanette &amp; Maura)</li> <li>iii. Alignment with Strategic Plan (Angela, Evan, &amp; Chad)</li> <li>iv. Crosswalk of District Strategic Plan and Grossmont Colleges</li> <li>v. Review of Data</li> <li>vi. Environmental Scan</li> <li>vii. Employee Selection and Evaluation Processes</li> <li>viii. Annual Unit Planning Aligned w/Resource Allocation</li> <li>ix. Future Considerations</li> <li>x. Other</li> </ul> <p>Action Items:</p> <ul style="list-style-type: none"> <li>- Any areas of information that is needed to better define our staffing plan work?                             <ul style="list-style-type: none"> <li>o Define FON, what legislation/mandates are schools required (50% law) to meet for staffing, data on student population, class statistics</li> <li>o Student Equity Plan, Strategic Plan, District EEO Plan to define/guide staffing plan on focusing on diverse, equity, inclusive, and access as well as our overall focus for the staffing plan.</li> <li>o Gaps and deficiencies</li> </ul> </li> <li>- To be reviewed at the May Staffing Committee meeting:                             <ul style="list-style-type: none"> <li>o FON, 50% Law, Review of Strategic Plan and Student Equity Plan and District EEO Plan, Review faculty/staff data</li> <li>o Clarify Guiding Principles</li> </ul> </li> <li>- Send IOPS facility request to reserve a room for the fall the semester meetings.</li> </ul>
<p>2.</p>	<ul style="list-style-type: none"> <li>xi.</li> </ul>

<b>REPORTS</b>	
<b>Classified Staffing Prioritization Comm. (CSPC)</b>	The Classified Staffing Prioritization Ranking list is still with the President and being reviewed at this time.
<b>Faculty Staffing Prioritization Comm. (FSPC)</b>	N/A

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

<b>FOLLOW-UP</b>		
Who	Item	Timeline

<p><b>WORK AHEAD</b></p> <ul style="list-style-type: none"> <li>• <b>Develop Staffing Plan</b></li> </ul>
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**NEXT SCHEDULED MEETING: May 18, 2023**

**CONCLUSION**

**Meeting adjourned at 3:45pm.**

***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".