GROSSMONT
COLLEGE

GROSSMONT COLLEGE
Staffing Committee
September 21, 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*
☐ Marsha Gable	☐ Naomi Alacron	☐ Agustin Albarran
☐ Graylin Clavell	☐ Sebastion Deleon	☐
	☐ Gian Cortez	

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
☐ Janette Calo	☐ Chad Deitchman	☐ Maura Mehrian
☐ Angela DiDomenico	☐ Lisa Brlas	☐ Loren Holmquist
☐ Vacant	☐	☐ Luma Shamon

EX OFFICIO	RECORDER	*MEMBERS from CSPC and/or FSPC*
☐ VPAS (TBD)	☐ Christine Girsch	☐
☐ Luma Shamon (CSPC)	**GUESTS**	☐
☐ Brodney (John) Fitzgerald (FSPC)	☐	☐
		☐

ROUTINE BUSINESS	
1. **Welcome and Introductions**	
2. **Establish Quorum** (50% + 1)	
3. **Public Comments**	
4. **Additions/Deletions to Agenda**	Graylin added to review the committee norms and review the committee information in the Governance Handbook.
5. **Review Committee Meeting Norms**	
6. **Review Governance Handbook for Staffing Committee**	
7. **Approve Meeting Summary & Follow-up**	April 2023 meeting minutes May 18, 2023 – no meeting
8. **President Update**	

ROUTINE BUSINESS
NEW BUSINESS

1. **Faculty and Classified Prioritization Position Rankings Timeline / AUP**	

DISCUSSION ON PREVIOUS AGENDA ITEMS *(Time Permitting)*	
1. **Staffing Plan:** Sub-groups for Staffing Plan Sections **One Drive Sub-Group Plan Doc**	i. Guiding Principles (Graylin, Loren, & Cesar) ii. Mission, Vision, and Values (Jeanette & Maura) iii. Alignment with Strategic Plan (Angela, Evan, & Chad) iv. Crosswalk of District Strategic Plan and Grossmont Colleges v. Review of Data vi. Environmental Scan vii. Employee Selection and Evaluation Processes viii. Annual Unit Planning Aligned w/Resource Allocation ix. Future Considerations x. Other Action Items from April 2023 meeting: - Any areas of information that is needed to better define our staffing plan work? o Define FON, what legislation/mandates are schools required (50% law) to meet for staffing, data on student population, class statistics 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. o Gaps and deficiencies - To be reviewed at the May Staffing Committee meeting: o FON, 50% Law, Review of Strategic Plan and Student Equity Plan and District EEO Plan, Review faculty/staff data o Clarify Guiding Principles - Send IOPS facility request to reserve a room for the fall the semester meetings.

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).

FOLLOW-UP		
Who	**Item**	**Timeline**

WORK AHEAD
- **Develop Staffing Plan**

NEXT SCHEDULED MEETING: October 19, 2023 (3pm-4:30pm) / ZOOM

CONCLUSION
Meeting adjourned at   .

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".