



**GROSSMONT COLLEGE**

**College Council**

**Friday, December 6, 2019**

**9:00 a.m. – 11:00 a.m.**

**Distance Learning Room (70-066)**

**AGENDA**

**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.

CONVENOR	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input type="checkbox"/> Mike Reese	<input type="checkbox"/> Leobardo Rubio	<input type="checkbox"/> Bill McGreevy
	<input type="checkbox"/> Nhi Nguyen	<input type="checkbox"/> Judd Curran
	<input type="checkbox"/> Blanca Valdez	<input type="checkbox"/> Patty Sparks
	<input type="checkbox"/> Benjamin Blevins	<input type="checkbox"/> Barbara Gallego
		<input type="checkbox"/>

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input type="checkbox"/> Joel Castellaw	<input type="checkbox"/> Nadia Almaguer	<input type="checkbox"/> Javier Ayala
<input type="checkbox"/> Denise Schulmeyer	<input type="checkbox"/> Cindy Emerson	<input type="checkbox"/> Martha Clavelle
<input type="checkbox"/> Julio Soto	<input type="checkbox"/> Michele Martens	<input type="checkbox"/> Lida Rafia
<input type="checkbox"/> Richard Unis	<input type="checkbox"/> Colleen Parsons	<input type="checkbox"/> Michael Copenhaver

RECORDER	GUESTS
<input type="checkbox"/> Graylin Clavell	<input type="checkbox"/> Vaunette Allen
<input type="checkbox"/> Krista Ames-Cook	<input type="checkbox"/> Eric Klein
	<input type="checkbox"/> Melissa Takagi
	<input type="checkbox"/> Marion de Koning
	<input type="checkbox"/> Joan Ahrens

ROUTINE BUSINESS (10 minutes)	
1. Public Comment (5 minutes)	
2. Welcome	
3. Establish Quorum (50% + 1)	
4. Additions/Deletions to Agenda	
5. Approve Meeting Notes (5 minutes)	

<b>DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS (10 minutes)</b>	
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6.	
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<b>NEW BUSINESS (80 minutes)</b>	
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7.	
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<b>FOR CONSENSUS (minutes)</b>	
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1. Recommendation from Staffing Committee on Prioritization of Faculty Positions (Marion de Koning)	
2. Facility Requests (Vaunette Allen & Melissa Takagi)	<ul style="list-style-type: none"> <li>- Building 34 Lobby Upgrade</li> <li>- Biology Garden</li> <li>- Biology Cabinets</li> <li>- Gizmo’s Kitchen</li> <li>- LTRC Commons</li> </ul>
3. Professional Development Committee Recommendation: Teaching/Learning Center (Lida Rafia)	
4. Biology Laptops – Technology Committee (Eric Klein)	
5. Strategic Hires	<ul style="list-style-type: none"> <li>- PVAC Director</li> <li>- Custodian</li> </ul>

**INFORMATION AND DISCUSSION (20 minutes)**

1. ADSOC Proposal: Develop Guidelines to the Formation of Committees (Denise Schulmeyer)	
2. Guided Pathways Scale of Adoption Self-Assessment (Joan Ahrens & Javier Ayala)	

**COMMITTEE REPORTS (20 minutes)**

3. Facilities Committee	See "Facility Requests" above
4. Budget Committee	
5. Professional Development Committee (Lida Rafia)	
6. Staffing Committee	See "Recommendation from Staffing Committee on Prioritization of Faculty Positions"
7. Planning and Institutional Effectiveness Committee	
8. Student Success & Equity Committee (Lida Rafia)	

**FOLLOW-UP (5 minutes)**

Who	Item	Timeline

- 9. WORK AHEAD (10 minutes)**
- Date for Committee Chairs and College Council to meet
  - Date for College Council Retreat

**NEXT MEETING: Thursday, January 23<sup>rd</sup> (3:00 p.m. – 5:00 p.m., Griffin Gate)**

### ***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:

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 Convenor 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 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



# G R O S S M O N T C O L L E G E

## College Council Recommendation Form

Return Recommendation Form to the recorder ([Graylin.Clavell@gcccd.edu](mailto:Graylin.Clavell@gcccd.edu)). [College Council](#) meets every third Thursday of the Month from 3:00 p.m. to 5:00 p.m. in Griffin Gate.

Please submit this form by the second Thursday of each month to allow review time and to add to the agenda. Please allow a two-month window for all requests for discussion and further action.

**Recommendation Guidelines:** This form should be submitted, along with relevant supporting materials, to Graylin Clavell upon the completion of committee work - for consideration at the College Council. The proposal will be agendaized and information regarding the day and time of the scheduled discussion will be made available to the chair of the submitting body. This form documents both the request and the action taken by the council and may be considered as a formal record of the process.

### Contact Information:

Committee Making the Request:

Title of Request:

Date of Request:

Required by Date if Any & Why:

(Ex. Grant Proposal Deadline Date)

Chair / Co-Chair Contact name:

Phone/Extension:

Email Address:

**Summary of Recommendation/Request:** Briefly describe the nature of the request that will be presented and discussed in the meeting. You may also attach and refer to relevant documents which contain more detail - such as a prioritized list, a plan, or a report.

**Value to College:** As the College Council is a recommending body to the College President, please note the proposed outcome/recommendation you will be seeking from the Council. Please note and explain any specific relationship of this work to the [Grossmont Mission](#), [Strategic Plan Goals](#), the [Equity Plan](#), and/or other formally noted priorities or mandates.

**Committee(s) Consulted & Their Response(s):** If this proposal includes any work done in collaboration with another committee - or was consulted with other bodies before coming to College Council, please note those bodies and the nature of their involvement in the process.

Estimated cost if known or applicable:

Source of Funding:

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**FOR COLLEGE COUNCIL TO COMPLETE:**

College Council Recommendation:

Approved

Not Approved

Refer to:

College Council Feedback (Rationale for approval/non-approval or purpose of referral)

## OFF-CYCLE DEPARTMENT/PROGRAM BUDGET AUGMENTATION REQUEST

### PURPOSE OF THIS FORM

The Off-Cycle Budget and Personnel Augmentation Request Form is used for the following:

- To request an augmentation to an unrestricted fund departmental/program budget;
- To request authorization to hire non-faculty personnel

***IMPORTANT:*** Expenditures related to off-cycle budget augmentation requests cannot be incurred prior to the approval of the request. A copy of the request will be returned to the requestor indicating whether or not the request has been approved. For requests for authorization to hire non-faculty personnel, additional information will be needed.

In order to assess the effectiveness of budget augmentation, departments/programs who receive additional funding may be required to report on its use at the end of the fiscal year.

### GENERAL INFORMATION

DATE 4 Feb 2019

<b>Department/Program/Unit Name:</b> Biology	<b>Academic Year:</b> 2018-2019
<b>Name &amp; Title of Requestor:</b> Craig Milgrim/Shina Alagia	<b>Division:</b> MSESW
<b>Department Chair/Program Coordinator:</b> Craig Milgrim/Shina Alagia	<b>Division Dean:</b> Cary Willard
<b>Signature of Chair/Program Coordinator:</b>	<b>Signature of Division Dean:</b>

**Please provide the details of this request on the next page.**

### AUTHORIZATION (official use only)

Signature of Appropriate Vice-President	Date
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## DETAILS OF REQUEST

Item #	Detailed Description	Reason for Request	Type of Request	Amount Requested
1	<p>Complete Remodel of Rm 30-128 to accommodate expansion of Bio 120 and Bio 141L classes done in Fall 16</p> <ul style="list-style-type: none"> <li>• Replace Southside lab counter with lab grade countertop</li> <li>• Install Cabinets above Southside counter</li> <li>• Remodel and install cabinets under Southside counter</li> </ul>	<ul style="list-style-type: none"> <li>○ Loss due to damage/breakage</li> <li>○ Unanticipated costs</li> <li>○ Compliance Requirement</li> <li>○ Rate Driven</li> <li>X Other: Accommodate expansion of class offerings requested by college in Sum 16</li> </ul>	<ul style="list-style-type: none"> <li>○ Supplies</li> <li>X Furniture</li> <li>X Equipment</li> <li>○ Personnel (non-faculty)</li> <li>○ Contract</li> <li>○ Other:</li> </ul>	<p><b><u>Cost must be determined by college facilities</u></b></p> <p><b>Check One:</b></p> <p>___ Ongoing Expense</p> <p>X One-Time Expense</p>
Item #	Detailed Description	Reason for Request	Type of Request	Amount Requested
2	<p><b>Replace and Expand Student Laptops</b> to match need for curriculum changes put in place in 16-17 &amp; 17-18. Expand use of computers and computer simulation across all Biology classes</p> <p><b>Replace BioPak Physiology</b> equipment to meet district requirement for Win 10 by Jun 2020</p> <p><b>Minimum Need:</b> replace broken/stolen/unable to run district standard Win 10</p> <p><b>24 units</b></p> <p><b>Meet Full needs:</b> Purchase 30 for 4<sup>th</sup> general use cart</p> <p><b>30 units</b> <i>Cart: (\$2600)</i></p>	<ul style="list-style-type: none"> <li>X Loss due to damage/breakage/theft</li> <li>○ Unanticipated costs</li> <li>○ Compliance Requirement</li> <li>○ Rate Driven</li> <li>X Other: Per 16-17 &amp; 17-18 Department plans</li> </ul>	<ul style="list-style-type: none"> <li>○ Supplies</li> <li>○ Furniture</li> <li>X Equipment</li> <li>○ Personnel (non-faculty)</li> <li>○ Contract</li> <li>○ Other:</li> </ul>	<p><b>Cost estimates from GC-IS</b></p> <p><b>Laptop: \$1500.00 -Dell Latitude 5490</b></p> <p><b>Minimum Need</b> <b>24 units @\$1500.00</b> <b>\$36,000 + Tax &amp; Shipping</b></p> <p><b>Full Need</b> <b>\$36,000 (Minimum need)</b> <b>30 units @\$1500.00</b> <b>\$45,000 + Tax &amp; Shipping</b> <b>TOTAL: \$81,000</b></p> <p><b>BioPac Replacement: We are awaiting a Bid from the supplier (exclusive), initial estimates are \$30,000</b></p> <p><b>Check One:</b></p> <p>___ Ongoing Expense</p> <p>_X_ One-Time Expense</p>



	<i>-Biology will use its supply dollars to make this purchase</i>			
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DRAFT

## OFF-CYCLE DEPARTMENT/PROGRAM BUDGET AUGMENTATION REQUEST

### PURPOSE OF THIS FORM

The Off-Cycle Budget and Personnel Augmentation Request Form is used for the following:

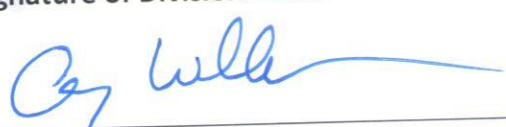
- To request an augmentation to an unrestricted fund departmental/program budget;
- To request authorization to hire non-faculty personnel

**IMPORTANT:** Expenditures related to off-cycle budget augmentation requests cannot be incurred prior to the approval of the request. A copy of the request will be returned to the requestor indicating whether or not the request has been approved. For requests for authorization to hire non-faculty personnel, additional information will be needed.

In order to assess the effectiveness of budget augmentation, departments/programs who receive additional funding may be required to report on its use at the end of the fiscal year.

### GENERAL INFORMATION

DATE 4 Feb 2019

Department/Program/Unit Name: <b>Biology</b>	Academic Year: 2018-2019
Name & Title of Requestor: Craig Milgrim/Shina Alagia	Division: MSESW
Department Chair/Program Coordinator: Craig Milgrim/Shina Alagia	Division Dean: Cary Willard
Signature of Chair/Program Coordinator:	Signature of Division Dean: 

Please provide the details of this request on the next page.

### AUTHORIZATION (official use only)

Signature of Appropriate Vice-President 	Date 2.7.2019
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**DETAILS OF REQUEST**

Item #	Detailed Description	Reason for Request	Type of Request	Amount Requested
1	<p>Complete Remodel of Rm <u>30-128</u> to accommodate expansion of Bio 120 and Bio 141L classes done in Fall 16</p> <ul style="list-style-type: none"> <li>• Replace Southside lab counter with lab grade countertop</li> <li>• Install Cabinets above Southside counter</li> <li>• Remodel and install cabinets under Southside counter</li> </ul>	<ul style="list-style-type: none"> <li>○ Loss due to damage/break age</li> <li>○ Unanticipated costs</li> <li>○ Compliance Requirement</li> <li>○ Rate Driven</li> <li>X Other: Accommodate expansion of class offerings requested by college in Sum 16</li> </ul>	<ul style="list-style-type: none"> <li>○ Supplies</li> <li>X Furniture</li> <li>X Equipment</li> <li>○ Personnel (non-faculty)</li> <li>○ Contract</li> <li>○ Other:</li> </ul>	<p><b><u>Cost must be determined by college facilities</u></b></p> <p><b>Check One:</b></p> <p>___ Ongoing Expense</p> <p>X One-Time Expense</p>
Item #	Detailed Description	Reason for Request	Type of Request	Amount Requested
2	<p>Replace and Expand Student Laptops to match need for curriculum changes put in place in 16-17 &amp; 17-18. Expand use of computers and computer simulation across all Biology classes</p> <p><b>Minimum Need:</b> replace broken/stolen/unable to run district standard Win 10</p> <p><b>24 units</b></p> <p><b>Meet Full needs:</b> Purchase 30 for 4<sup>th</sup> general use cart</p> <p><b>30 units</b>  <i>Cart: (\$2600)</i>  <i>-Biology will use its supply dollars to make this purchase</i></p>	<ul style="list-style-type: none"> <li>x Loss due to damage/breakage/theft</li> <li>○ Unanticipated costs</li> <li>○ Compliance Requirement</li> <li>○ Rate Driven</li> <li>X Other: Per 16-17 &amp; 17-18 Department plans</li> </ul>	<ul style="list-style-type: none"> <li>○ Supplies</li> <li>○ Furniture</li> <li>X Equipment</li> <li>○ Personnel (non-faculty)</li> <li>○ Contract</li> <li>○ Other:</li> </ul>	<p><b>Cost estimates from GC-IS</b></p> <p><b>Laptop: \$1500.00</b>  <b>-Dell Latitude 5490</b></p> <p><b>Minimum Need</b>  <b>24 units @\$1500.00</b>  <b>\$36,000 + Tax &amp; Shipping</b></p> <p><b>Full Need</b>  <b>\$36,000 (Minimum need)</b>  <b>30 units @\$1500.00</b>  <b>\$45,000 + Tax &amp; Shipping</b>  <b>TOTAL: \$81,000</b></p> <p><b>Check One:</b></p> <p>___ Ongoing Expense</p> <p>_X_ One-Time Expense</p>

*Where did estimates come from?*

**BIOLOGY DEPARTMENT STUDENT COMPUTER INVENTORY**

Created: 27 Jan 2013

5-Feb-19 Last Update or Check

6-Feb-19 Current Date

Cart ID	GC Number	Received Date	Operating System	Room Location	NOTES
<b>PHYSIO CART</b>					
201	60363	Jan-11	Win 7	30-144	
202	60365	Jan-11	Win 7	30-144	
203	60364	Jan-11	Win 7	30-144	
204	60366	Jan-11	Win 7	30-144	
205	EMPTY				
206	60368	Jan-11	Win 7	30-144	
207	60369	Jan-11	Win 7	30-144	
208	60370	Jan-11	Win 7	30-144	
209	60371	Jan-11	Win 7	30-144	
210	60372	Jan-11	Win 7	30-144	
211	60373	Jan-11	Win 7	30-144	
212	60375	Jan-11	Win 7	30-144	
213	60376	Jan-11	Win 7	30-144	
214	60377	Jan-11	Win 7	30-144	
215	60378	Jan-11	Win 7	30-144	
216	60374	Jan-11	Win 7	30-144	
<b>Physio Cart Printer</b>	<b>60443</b>	<b>Jan-11</b>	<b>HP LaSerJet P4515n</b>	<b>30-144</b>	
<b>TOTAL NUMBER OF COMPUTERS</b>		<b>15</b>			
<b>Total Available Slots</b>	<b>16</b>				
<b>Available Slots</b>	<b>1</b>				

Cart ID	GC Number	Received Date	Operating System	Room Location	NOTES
<b>BLUE CART</b>	<b>0 + number</b>				
1	67113	Aug-15	Win 7	30-144	
2	67114	Aug-15	Win 7	30-144	
3	67115	Aug-15	Win 7	30-144	
4	67116	Aug-15	Win 7	30-144	
5	67125	Aug-15	Win 7	30-144	
6	67117	Aug-15	Win 7	30-144	
7	67118	Aug-15	Win 7	30-144	
8	67119	Aug-15	Win 7	30-144	
9	67120	Aug-15	Win 7	30-144	
10	67127	Aug-15	Win 7	30-144	
11	67126	Aug-15	Win 7	30-144	
12	EMPTY				
13	67121	Aug-15	Win 7	30-144	67124/Aug 15: Missing
14	67122	Aug-15	Win 7	30-144	
15	EMPTY				
16	EMPTY				Never occupied
17	67131	Aug-15	Win 7	30-144	67130/Aug 15: Stolen
18	67128	Aug-15	Win 7	30-144	
19	67129	Aug-15	Win 7	30-144	
20	60383	Jan-11	Win 7	30-144	
21	60379	Jan-11	Win 7	30-144	Transferred from surplussed Cart A
22	60380	Jan-11	Win 7	30-144	Transferred from surplussed Cart A
23	60381	Jan-11	Win 7	30-144	Transferred from surplussed Cart A
24	60382	Jan-11	Win 7	30-144	Transferred from surplussed Cart A
25	EMPTY				
26	EMPTY				
27	EMPTY				
28	EMPTY				
29	EMPTY				
30	EMPTY				
<b>TOTAL NUMBER OF COMPUTERS</b>		<b>21</b>			
<b>Total Available Slots</b>	<b>30</b>				
<b>Available Slots</b>	<b>14</b>				

Cart Number	GC Number	Received Date	Operating System	Room Location	NOTES
<b>YELLOW CART</b>	<b>0 + number</b>				
50	69445	Jul-17	Win 7	30-144	
51	69446	Jul-17	Win 7	30-144	OutOfService-Repairable
52	69447	Jul-17	Win 7	30-144	
53	69448	Jul-17	Win 7	30-144	
54	69449	Jul-17	Win 7	30-144	
55	69450	Jul-17	Win 7	30-144	
56	69451	Jul-17	Win 7	30-144	OutOfService-Repairable
57	69452	Jul-17	Win 7	30-144	
58	69454	Jul-17	Win 7	30-144	OutOfService-Repairable
59	69453	Jul-17	Win 7	30-144	
60	69455	Jul-17	Win 7	30-144	
61	69456	Jul-17	Win 7	30-144	
62	69457	Jul-17	Win 7	30-144	
63	69458	Jul-17	Win 7	30-144	
64	69459	Jul-17	Win 7	30-144	
65	69460	Jul-17	Win 7	30-144	
66	69461	Jul-17	Win 7	30-144	
67	69462	Jul-17	Win 7	30-144	
68	69463	Jul-17	Win 7	30-144	
69	69464	Jul-17	Win 7	30-144	
70	EMPTY				
71	EMPTY				
72	EMPTY				
73	EMPTY				
74	EMPTY				
75	EMPTY				
76	EMPTY				
77	EMPTY				
78	EMPTY				
<b>TOTAL NUMBER OF COMPUTERS</b>		<b>20</b>			
<b>Total Available Slots</b>	<b>30</b>				
<b>Available Slots</b>	<b>10</b>				

**NOTES**

Aug-15	Cart A + 11 "XP" computers surplussed Replaced with Cart C:BLACK
Aug-15	HP LaSerJet P4515n Printer GC-60442 from Cart A moved to separate cart



# G R O S S M O N T C O L L E G E

## College Council Recommendation Form

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**Recommendation Guidelines:** This form should be submitted, along with relevant supporting materials, to Graylin Clavell upon the completion of committee work - for consideration at the College Council. The proposal will be agendized and information regarding the day and time of the scheduled discussion will be made available to the chair of the submitting body. This form documents both the request and the action taken by the council and may be considered as a formal record of the process.

### Contact Information:

Committee Making the Request: Professional Development Committee

Title of Request: Teaching and Learning Center

Date of Request: 11/22/2019

Required by Date if Any & Why:

(Ex. Grant Proposal Deadline Date)

Chair / Co-Chair Contact name: Lida Rafia

Phone/Extension: 7770

Email Address: Lida.Rafia@gcccd.edu

**Summary of Recommendation/Request:** Briefly describe the nature of the request that will be presented and discussed in the meeting. You may also attach and refer to relevant documents which contain more detail - such as a prioritized list, a plan, or a report.

I'm writing on behalf of the Professional Development Committee. In our most recent meeting, the Professional Development Committee members brought forward their constituency feedback on the idea of a teaching and learning center. We then had a facilitated a discussion together on what this space should include

The committee took a vote on the Teaching and Learning Center, and it was unanimously voted to move this forward to College Council.

**Value to College:** As the College Council is a recommending body to the College President, please note the proposed outcome/recommendation you will be seeking from the Council. Please note and explain any specific relationship of this work to the [Grossmont Mission](#), [Strategic Plan Goals](#), the [Equity Plan](#), and/or their formally noted priorities or mandates.

Defined shared, cross-functional space that can serve as both informal, drop-in location to more formal trainings, lectures and workshops; A place where all college employees (classified, faculty, and administrators) collaborate; A place where we create awareness of ourselves as individuals and as a collective community; Place to build community; Equity minded – reflects our community and diversity; Dedicated space for part-time faculty to meet with students; Informal lunch space; Presentation space (workshops; lectures); Calendar/schedule a place to share out after coming back from conferences/workshops outside of our institution; Talking circles to promote engagement as a culture of participation among the College community, connecting to specialized events on campus that address cultural competency, social justice, student leadership development and advocacy; Comfortable/flexible furniture; Media creation room for the development of podcasts

Considerations for this space should include: Instructional design; Professional Development office is housed here; Changing our culture to be a more inclusive community; Student led forums

**Committee(s) Consulted & Their Response(s):** If this proposal includes any work done in collaboration with another committee - or was consulted with other bodies before coming to College Council, please note those bodies and the nature of their involvement in the process.

The teaching and learning center concept has been discussed in Academic Senate, Classified Senate and with members of the Administrators' Association.

Estimated cost if known or applicable:

Source of Funding:

**FOR COLLEGE COUNCIL TO COMPLETE:**

College Council Recommendation:

- Approved
- Not Approved
- Refer to:

College Council Feedback (Rationale for approval/non-approval or purpose of referral)

# GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT

## STRATEGIC HIRE REQUEST

12.02.19

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Position Title  <b>Director, PVAC</b></p> <p>Unit/Classification  <b>AA/??</b></p> <p>Position #  <b>??</b></p> <p>FTE: <b>1.0</b></p> <p>Department  <b>Division of Arts, Languages, &amp; Communication</b></p>	<ol style="list-style-type: none"> <li><b>1. What will the position do?</b>            Under the direction of the assigned manager, the PVAC director manages, supervises, coordinates, and evaluates the activities of the Grossmont College Performance and Visual Arts Center; oversees the development of and day-to-day operations of the PVAC as well as the programs and performances (e.g., Dance, Music, Theatre, Art Gallery, and other Visual Arts) that occur in the center; and performs related duties as assigned.</li> <li><b>2. Current status of position?</b> <ul style="list-style-type: none"> <li>○ This is a new position.</li> </ul> </li> <li><b>3. Strategic Staffing Rationale</b>            Please address at least one of the following items when answering the questions below (provide specific details):           <ul style="list-style-type: none"> <li>● <b>Critical threshold of educational or support services:</b> This is a new position that is needed to help with the oversight, operation and maintenance of the new PVAC building. The PVAC building will serve both the campus community and the local community at large. In collaboration with the Arts, Languages, and Communication Instructional Dean, participate in the development and implementation of goals, objectives, policies, and priorities for the operation of the PVAC.</li> </ul> </li> <li><b>4. Budget Impact – Identify the Following:</b> <ol style="list-style-type: none"> <li>a. Position is included in the 2019-2020 budget</li> <li>b. Key code and Object code: 1375401-</li> <li>c. Fiscal Impact:               <ol style="list-style-type: none"> <li>i. <span style="background-color: yellow;">      </span> Salary amount: \$96,761 (ML-08)</li> </ol> </li> <li>d. RAF impact (check one):               <ul style="list-style-type: none"> <li><input type="checkbox"/> Include in RAF calculation</li> <li><input type="checkbox"/> No impact – replacement (vacant one year or less)</li> <li><input type="checkbox"/> No impact – funded by _____ Restricted Funds</li> <li><input type="checkbox"/> No impact – funded by _____</li> <li><input type="checkbox"/> No impact – restructure within existing funds</li> <li><input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number</li> </ul> </li> </ol> </li> </ol>

**GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**

**STRATEGIC HIRE REQUEST**

**12/2/19**

Date

Site	Position	Justification
<input checked="" type="checkbox"/> GC <input type="checkbox"/> CC <input type="checkbox"/> DS	<p><b>Please include:</b></p> <p>Position Title Custodian</p> <p>Unit/Classification CL-20 Step B</p> <p>Position #</p> <p>FTE 1.0</p> <p>Department: Custodial Services</p>	<p><b>1. What will the position do?</b> Under the direction of an assigned supervisor, maintain campus classrooms, offices, and related assigned facilities in a clean and sanitary condition.</p> <p><b>2. Current status of position?</b> Filling a Vacancy due to retirement</p> <p><b>3. Strategic Staffing Rationale</b></p> <p><b>Health and safety priorities</b> - Maintain departmental area(s) in a safe, clean and orderly condition; assure compliance with established safety procedures and regulations  <b>Critical threshold</b> - of support services for an educational institution</p> <p><b>4. Budget Impact – Identify the Following:</b></p> <p>a. Specify whether the position is included or not included in the current budget</p> <p>b. Key code and Object code - 1327602-2110</p> <p>c. Fiscal Impact:</p> <p>i. Salary amount \$33,204</p> <p>ii. Includes benefits \$16,269.96</p> <p>d. RAF impact (check one):</p> <p><input type="checkbox"/> Include in RAF calculation</p> <p><input checked="" type="checkbox"/> No impact – replacement (vacant one year or less)</p> <p><input type="checkbox"/> No impact – funded by _____ Restricted Funds</p> <p><input type="checkbox"/> No impact – funded by _____</p> <p><input type="checkbox"/> No impact – restructure within existing funds</p> <p><input type="checkbox"/> No impact – reallocation of faculty FTE resulting in new position number</p>