



GROSSMONT COLLEGE
College Council
Thursday, April 25th, 2019
3:00 p.m. – 5:00 p.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 checked="" type="checkbox"/> Marsha Gable	<input checked="" type="checkbox"/> Amy Bianchi	<input type="checkbox"/> Mike Reese
	<input checked="" type="checkbox"/> Carlos Espinoza	<input checked="" type="checkbox"/> Bill McGreevy
	<input type="checkbox"/> Blanca Valdez	<input checked="" type="checkbox"/> Judd Curran
	<input checked="" type="checkbox"/> Mario Bojorquez	<input checked="" type="checkbox"/> Patty Sparks
		<input checked="" type="checkbox"/> Barbara Gallego Wayne Branker

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Joel Castellaw	<input checked="" type="checkbox"/> Nadia Almaguer	<input type="checkbox"/> Javier Ayala
<input checked="" type="checkbox"/> Tate Hurvitz	<input checked="" type="checkbox"/> Cindy Emerson	<input checked="" type="checkbox"/> Martha Clavelle
<input checked="" type="checkbox"/> Julio Soto	<input checked="" type="checkbox"/> Michele Martens	<input checked="" type="checkbox"/> Lida Rafia
<input checked="" type="checkbox"/> Richard Unis	<input checked="" type="checkbox"/> Colleen Parsons	<input checked="" type="checkbox"/> Aaron Starck

RECORDER	GUESTS
<input checked="" type="checkbox"/> Graylin Clavell	<input checked="" type="checkbox"/> Catherine Webb
	<input checked="" type="checkbox"/> Bryan Lam
	<input checked="" type="checkbox"/> Denise Schulmeyer
	<input checked="" type="checkbox"/> Nabil Abu-Ghazaleh

ROUTINE BUSINESS (10 minutes)	
1. Public Comment (5 minutes)	<p>The College Council meeting started at 3:04pm. Carlos Espinoza with the ASGC announced a flier of the ZTC free textbooks program. Please contact him for any further information.</p> <p>Amy Bianchi, current ASGC President, was awarded the California Community College Student Affairs Association (CCCSAA) Region X Student Leadership Scholarship and is also currently the Student Trustee Elect 2019-2020.</p>
2. Welcome	
3. Establish Quorum (50% + 1)	Quorum reached.
4. Additions/Deletions to Agenda	<ul style="list-style-type: none"> - Participatory Governance meetings in the summer (Tate Hurvitz) - Educating the College Council on ongoing governance committee information and processes, and discuss regular reports given. Possibly have chairs/co-chairs of committees present to this council (Cindy Emerson)
5. Approve Meeting Notes (5 minutes)	Approved
NEW BUSINESS (65 minutes)	
6. Standardized Recommendation Form (45 minutes)	<p>Recommendations:</p> <ul style="list-style-type: none"> - Additional notes section; - Add next action section (send to president or refer to budget); - Include some reference of criteria/strategic goals; - Context of what this form is, instructions, why, cover sheet, who is making the request; - Deadline Date; - Code recommendations; <p>A team of the following individuals will work on drafting a recommendation form with the requests submitted previously to put together a suitable Recommendation Form. Amy Bianchi, Carlos Espinoza, Tate Hurvitz, Colleen Parsons, and Richard Unis will work with Graylin Clavell on formulating the form.</p>

<p>7. Equity Plan, CCSSE & SENSE Presentation (Catherine Webb)</p>	<p>Catherine Webb presented on “Data to Inform the Dialogue”, and the disproportionate analysis for the 2019 student equity plan. She started with the Ed Code Section numbers that help identify between the State and the institution. Data on homeless students has not been collected yet. Data also has yet to reach specific information. As an example, data is currently defined by male and female foster youth and not of specific race and gender combined.</p> <p>Catherine then discussed the methodology in regards to the plan. She mentioned the Enhanced Percentage Point Gap (PPG) and the Proportionality Index. The PPG metric is used to compare the % of successful students in a subgroup with % of all other students who succeed. The goal is to raise the gap and all student’s success level. It involves the retention rate of a specific race of students compared to all other students.</p> <p>The Proportionality Index (PI) is the proportion of the subgroup students who are successful with proportion of subgroup students in the student body.</p> <p>Catherine then discussed the 2019 Equity Plan which can be found on the power point distributed with these minutes. The goals for this plan will be based off of the 2017-18 data. The dashboard data is strictly college data, not district-wide.</p> <p>The Student Success Metrics (SSM) data displays the following:</p> <ol style="list-style-type: none">1. Significant conceptual shift from Student Success Scorecard2. Multiple updates to the analysis have been released3. Local and college-specific anomalies <p>Catherine stated that the Chancellor’s Office has been very transparent on the data used for this. She said to focus on the patterns of the data and take the numbers with a grain of salt due to the uncertainty of the full-proof truth of the numbers.</p> <p>Metrics in the Student Equity Plan includes access, retention, momentum, completion, and transfer.</p> <p>Aaron Starck believes that there needs to be clarification on the “Definitions of the Equity Metrics”.</p> <p>2018 SENSE SURVEY: Catherine then discussed the SENSE Survey and how it pertains the student engagement and new college students. It helps us measure what are we doing to get our students to stick and stay in school.</p> <p>The 6 benchmarks of the survey are: Early Connections; High Expectations and Aspirations; Clear Academic Plan and Pathways; Effective Track to College Readiness; Engaged Learning; Academic and Social Support Network</p> <p>Grossmont is one of the 39 extra-large colleges. The survey contains information on how Grossmont is doing well and least favorably. Grossmont is excelling at the following areas: Clear Academic Plan and Pathway; High Expectations and Aspirations; and Engaged Learning (Worked with other students on a project/assignment during class & used electronic tool to communicate about coursework).</p> <p>The areas that needs work are: Early connections; Engaged Learning (Participated in a required study group outside of class & used writing, math, or other skill lab); and Effective Track to College Readiness.</p> <p>Catherine would like to hear your input after you have had time to review the information and data presented. The big picture is to align the Strategic Plan, and with Guided Pathways.</p> <p>Please contact Catherine Webb at either Catherine.Webb@gcccd.edu and/or extension 7462 with any information, questions, or feedback.</p>
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<p>8. Bring in committees to educate the council & having Catherine Webb to assist in clarifying with path and processes</p>	<p>Cindy Emerson suggested that going forward the College Council request, receive, and review at least 2 reports from committees at each College Council meeting to help educate the council and assist in formulating paths and processes. Colleen Parsons is asking for chairs and co-chairs to come to the council meeting to assist with clarifying the path and mapping those processes out.</p> <p>Cindy also suggested that Catherine Webb’s insight would be helpful on building best practices and processes for the council and her assistance would be needed on a consistent basis for the foreseeable future.</p> <p>Wayne Branker suggested having success stories at these meetings as well. Patty Sparks suggested a mock trial on the processes. Tate Hurvitz suggested reaching out to the ASGC, Academic Senate, Classified Senate presidents, and others to see what the hot topics are at the moment.</p>
<p>9. Summer Participatory Governance Meetings (Tate Hurvitz)</p>	<p>During the April 3rd College Council meeting the idea was brought of continuing committee meetings during the summer. It was indicated during the governance reorganization process that there would be no meetings during the summer due to faculty being off contract. The verbal agreement approved during the GOSC training was not included in the handbook. Tate Hurvitz is asking that this agreement be fulfilled, and that if it cannot have a full capacity of faculty at these meetings due to off-contract status we be careful with these meetings. He noted that it is important to ensure that we not ask faculty to work for no pay while off contract, and that we avoid situations which could lead to major decisions being made without appropriate faculty consultation.</p> <p>Carlos Espinoza approved the idea of meeting over the summer, but also acknowledged that some ASGC members will be transferring out and new members will be transitioning in. Richard Unis asked about structuring a prioritization list for the purpose of needing to meet during the summer months.</p>

COMMITTEE REPORTS (5 minutes)	
<p>10.</p>	

INFORMATION AND DISCUSSION (15 minutes)	
<p>11. Add to May 23rd Agenda: Path for process of forms</p>	<p>Ask Catherine Webb back for instruction on a path for processes.</p>
<p>12. Add to May 23rd Agenda: Move the June College Council meeting up to an earlier date</p>	<p>Look at moving meeting date to early June to avoid missing 2 meetings in the summer.</p>

FOR CONSENSUS (5 minutes)	
<p>13. Strategic Hires (5 minutes)</p>	<p>Custodian (CL-00346) - Approved Financial Aid Technician (CL-00081) - Approved Financial Aid Assistant (CL-00247) - Approved Associate Dean of EOPS/CARE (MG-00012) - Approved CTE Job Placement Specialist (New position) - Approved</p>

FOLLOW-UP (5 minutes)

Who	Item	Timeline

- Meeting ended at 5:05pm.

NEXT MEETING: May 23, 2019 / 3:00pm-5:00pm / 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