



GROSSMONT COLLEGE
College Council
Thursday, September 26, 2019
3:00 p.m. – 5:00 p.m.
Griffin Gate
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.

CONVENER	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input checked="" type="checkbox"/> Bill McGreevy (Proxy for Marsha Gable)	<input checked="" type="checkbox"/> Leobardo Rubio	<input type="checkbox"/> Mike Reese
	<input checked="" type="checkbox"/> Nhi Nguyen	<input checked="" type="checkbox"/> Bill McGreevy (Convener of College Council)
	<input checked="" type="checkbox"/> Blanca Valdez	<input checked="" type="checkbox"/> Judd Curran
	<input checked="" type="checkbox"/> Benjamin Blevins	<input type="checkbox"/> Patty Sparks
		<input checked="" type="checkbox"/> Barbara Gallego

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Joel Castellaw	<input checked="" type="checkbox"/> Nadia Almaguer	<input checked="" type="checkbox"/> Javier Ayala
<input checked="" type="checkbox"/> Denise Schumeyer Elizabeth Barrow (Proxy)	<input checked="" type="checkbox"/> Cindy Emerson Dana Mints (Proxy)	<input 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 Bryan Lam (Proxy)	<input checked="" type="checkbox"/> Michael Copenhagen Wayne Branker (Proxy)

RECORDER	GUESTS
<input checked="" type="checkbox"/> Graylin Clavell	<input checked="" type="checkbox"/> Nedra Brown
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

ROUTINE BUSINESS (10 minutes)	
1. Public Comment (5 minutes)	<p>Nhi Nguyen shared a story of a student who collapsed and Nhi ran to Health Services for help and the person in Health Services told the student to call 911 and would not leave the department. Nhi asked the Council what is the good of having Health Services if they will not help.</p> <p>Leobardo Rubio then mentioned another time when someone in the ASGC office lost screws to her wheelchair and needed assistance with getting the screws back into the chair but could not receive the assistance they needed and were met with negative attitude.</p> <p>The Council agreed that a discussion on proper procedures with the Student Health Services office would be beneficial to have at the next College Council meeting in October.</p>
2. Welcome	The meeting began at 3:08pm with introductions.
3. Establish Quorum (50% + 1)	15 - Quorum reached.
4. Additions/Deletions to Agenda	Student Health Services and proper procedures for students.
5. Approve Meeting Notes (5 minutes)	Meeting minutes approved from August 22 nd meeting.

DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS (30 minutes)	
6. Accreditation Visit Open Forums Dates and Times	<p>Open Forum for Accreditation Site Visit Teams are scheduled as following:</p> <ul style="list-style-type: none">• Tuesday, October 1, 2019 @ 10:00AM-11:00AM, Health and Science Lobby Upstairs• Wednesday, October 2, 2019 @ 1:30PM-2:30PM, Health and Science Lobby Upstairs• Exit Forum, Thursday October 3rd at 1:00PM in the Health and Science Lobby• College Council Site Visit Interview: Tuesday, October 1st from 2:30pm-3:30pm in the Distance Education Room (70-066) <p>Bill alerted the Council that all are welcome to attend the open forums and all College Council members are welcome to attend the College Council Site Visit Interview on Tuesday afternoon.</p>
7. Classified Staffing Prioritization List Formal Response from President Abu-Ghazaleh	<p>Bill spoke on the last College Council meeting and how the Classified Staffing Prioritization List was discussed, approved and then forwarded on to President Nabil Abu-Ghazaleh. Bill read Dr. Abu-Ghazaleh's response to College Council, noting that of the proposed positions on the list, the following emergency positions were moved forward for hiring:</p> <ol style="list-style-type: none">1. Student Health Nurse2. PVAC Custodian #13. PVAC Custodian #24. PVAC Production Technician5. CARE Specialist6. Financial Aid Services Specialist7. Financial Aid Program Specialist <p>The Financial Aid Program Specialist Position is waiting on a Request for Proposal to assist with funding the position.</p> <p>The remaining positions will be reviewed with further evaluation and with regard to whether final funding will be available in the spring.</p> <p>Council members noted appreciation for the support and consideration President Abu-Ghazaleh made in these recommendations.</p>

NEW BUSINESS (20 minutes)	
8. Presentation Ideas	<ol style="list-style-type: none"> 1. Student Health Services 2. Faculty & Classified Staffing Rubric and Process Presentation
9. November & December Meeting Dates for College Council	Graylin Clavell will create a Doodle Poll and will email the College Council with possible dates for the November and December College Council meeting dates.
10. Date for Committee Chairs and College Council to meet	<p>Bill led the discussion of scheduling a separate meeting for the College Council and Governance Committee Chairs to meet and prepare/anticipate items to address in the next year.</p> <p>The proposed date for the meeting is November 1st from 11:30am-1pm. This is the hour-and-a-half period just before the already-scheduled Committee Chair Training session that begins at 1pm. It was suggested that lunch be provided for the meeting.</p>
11. College Council Retreat	After further discussion, the Council agreed to postpone the retreat until the Annual Unit Plan is completed and finalized, and there is a clear plan on what is to be accomplished at the retreat.

FOR CONSENSUS (15 minutes)	
1. Strategic Hires (5 minutes)	<ol style="list-style-type: none"> 1. Administrative Assistant III - Student Affairs 2. Student Health Nurse 3. Custodian PVAC #1 4. Custodian PVAC #2 5. Production Technician PVAC 6. CARE Specialist (Categorical) 7. Financial Aid Services Specialist (Categorical) <p>President Abu-Ghazaleh already approved positions #2-7 to move forward, hence there was no need for the Council to vote on them for consensus.</p> <p>Bill noted that position #1 is a replacement for an employee who is leaving the position and that funding is already in the budget. There was unanimous consensus to recommend moving the strategic hire request forward.</p>

INFORMATION AND DISCUSSION (20 minutes)	
1. Committee Glossaries	College Council recommends that each governance committee provide a glossary defining acronyms and commonly used terminology for their respective areas.

COMMITTEE REPORTS (30 minutes)	
2. Facilities Committee (Benjamin Blevin)	Benjamin Blevin gave a quick synopsis of the 5-year Facilities Master Plan. At next week's Facilities Committee meeting, each constituency group will give their recommended prioritization list from the proposed items on the 5-year plan. A prioritization recommendation list will then be developed by the Facilities Committee and sent forward to the College Council.
3. Budget Committee (Judd Curran)	Judd Curran gave the Council a briefing on the Budget Committee's last meeting which was on September 12 th . Items covered in the last meeting were an overview and brief history of the Student Centered Funding Formula along with a summary of changes since the last Budget Committee meeting, Budget 101 and making this a standing educational agenda item for the committee, and creating a Canvas container for the Budget Committee. The Canvas container will be utilized as a repository for past meeting information, as well as a hub for resources and live working documents. Bill added that the Canvas container will be for committee members' work, but a section on the Budget Committee's website is being developed that will house resources for anyone to access. The Budget 101 standing agenda items have included reviewing the state budget and timeline, key budgeting practices, and reviewing the GCCCD Adoption Budget. There are plans to review a quarterly summary of Grossmont financial resources and expenditures. Judd also mentioned that the Budget Committee plans to have future presentations which will include one on FTES/enrollment, and how it affects the college's funding by Interim Vice President of Academic Affairs, Mike Reese. Per the Student Centered Funding Formula (SCFF), 70% of funding comes from enrollment, 20% from supplemental/equity criteria, and 10% from state-defined student success factors. California Community Colleges are currently in a "hold harmless" status, meaning that the state will determine District allocations based on the SCFF, or the 2017-18 allocation plus a Cost of Living Adjustment (COLA), whichever is greater.
4. Professional Development Committee (Lida Rafia)	<p>Lida Rafia briefed the Council on the Professional Development Committee September 18th meeting. The meeting involved a Social Identity exercise where members were asked to reflect on questions of identities and spoke of diversity and equity and see what the members had learned.</p> <p>Other topics that were discussed in the meeting were the theme for the Spring Convocation and Flex Week. Feedback was requested from the Faculty Professional Development Committee and a couple of suggestions submitted were "Awareness is Preparedness" and "Community". Attendance from 2016 (200 attended) for convocation doubled in attendance in 2019 to 450 after closing certain buildings.</p> <p>The Wellness Advisory Group is focusing on specific dimensions of wellness to work on this fall which include physical, emotional, spiritual, and a few others.</p> <p>The Equity Belief statements are making the rounds to the constituency groups for feedback.</p> <p>A Teaching and Learning Space is under consideration and feedback from the constituent groups will be presented at the October meeting.</p>

<p>5. Staffing Committee (Barbara Gallego)</p>	<p>Barbara Gallego informed the Council that the Staffing Committee, which last met on September 19th, reviewed the processes and rubric of the Faculty Staffing Prioritization Committee (FSPC) and would not make any changes although the Staffing Committee could add annotations. The FSPC would use a new quantitative data component.</p> <p>She noted that the Staffing Committee is working on a long-term (5-year) staffing plan. Both Sue Rearic and Catherine Webb will be invited to assist in preparing that plan.</p>
<p>6. Planning and Institutional Effectiveness Committee (Nadia Almaguer)</p>	<p>Nadia Almaguer briefed the Council on the Planning and Institutional Effectiveness Committee (PIEC) meeting that took place on Friday, September 20th. The PIEC Committee discussed the Annual Unit Plan template, and guidelines for establishing new or revised Key Performance Indicators (KPIs) as Catherine Webb has requested for new metrics.</p> <p>Nadia also mentioned the PIEC Site Visit Interview with the accreditation team and that everyone in PIEC is welcome to attend. Bill added that Administrative Services is creating and developing a program review process and a regular review cycle that will be part of the Annual Unit Plan.</p>
<p>7. Student Success & Equity Committee (Lida Rafia)</p>	<p>Lida gave an update from the September 5th Student Success and Equity Committee meeting. The meeting began with an icebreaker in which the committee viewed a video “Where does Compassion Really Come From?” and members shared their thoughts.</p> <p>Lida then discussed how the Student Equity Plan was developed over an 18-month period and utilizing members of the Student Success and Equity Taskforce. The Student Equity Plan was based off of the Integrated Plan.</p> <p>The Equity Belief Statement and definition are being vetted through constituency groups for feedback.</p> <p>Veteran and LGBT student groups have been recently added to the disproportionately impacted list.</p> <p>The committee is developing ideas for dialogue such as diversity, equity, and inclusion for a shared understanding.</p>

FOLLOW-UP (20 minutes)		
Who	Item	Timeline
College Council Convener	Invite someone from Health Services to attend the next meeting and present regarding their policies and procedures.	Next meeting.

8. WORK AHEAD (10 minutes)

The meeting ended at 4:32pm.

NEXT MEETING: Thursday, October 24, 2019 (Griffin Gate / 3:00pm-5:00pm)

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:

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