



GROSSMONT COLLEGE
College Council
Thursday, May 21, 2020
1:00 – 3:00 PM
Zoom Meeting
MEETING SUMMARY

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 (ASGC)	ADVISORY
<input checked="" type="checkbox"/> Mike Reese	<input type="checkbox"/> Leobardo Rubio	<input type="checkbox"/> Bill McGreevy
	<input type="checkbox"/> Kaelin Mastronardi	<input checked="" type="checkbox"/> Judd Curran
	<input type="checkbox"/> Blanca Valdez	<input checked="" type="checkbox"/> Patty Sparks
	<input type="checkbox"/> Enya Castañeda	<input checked="" type="checkbox"/> Barbara Gallego
		<input checked="" type="checkbox"/> Aaron Starck

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"/> Denise Schulmeyer	<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"/> Michael Copenhaver

RECORDER	GUESTS	
<input checked="" type="checkbox"/> Krista Ames-Cook	<input checked="" type="checkbox"/> Nabil Abu-Ghazaleh	<input checked="" type="checkbox"/> Brodney Fitzgerald
<i>*Italicized = Non-voting Member</i>	<input checked="" type="checkbox"/> Bryan Lam	<input checked="" type="checkbox"/> Eric Klein
Quorum: For College Council, a quorum is achieved when 50 percent plus one of voting members are in attendance. Further, not all constituencies must have members present.	<input checked="" type="checkbox"/> Jeanette Calo	<input checked="" type="checkbox"/> Loren Holmquist
	<input checked="" type="checkbox"/> Malia Molina	<input checked="" type="checkbox"/> Marion de Koning
	<input checked="" type="checkbox"/> Catherine Webb	<input type="checkbox"/>

ROUTINE BUSINESS	
1. Welcome	Meeting started at 1:01 PM.
2. Review Virtual Norms	Virtual Norms from the April meeting were reviewed. These have been added on the final page of the meeting summary in the "Rules of Engagement" section.
3. Establish Quorum (50% + 1)	Quorum reached with +11 out of 16 voting members present. No students were present for this meeting.
4. Additions/Deletions to Agenda	None
5. Approve Meeting Notes (5 min.)	Meeting on April 23, 2020 Meeting summary from April was approved as presented.
6. Public Comment (5 min.)	None

7. President's Report (10 min.)	<p>Semester is winding down and Nabil appreciates the work that everyone is doing for our students. Virtual commencement will take place on June 4, 2020. Over 1,900 students are receiving awards and 500+ participating in the online ceremony. Brief recap of Chancellor's Forum from earlier today was shared. Budget reviews are occurring to find out places to make cuts in expenditures. As President, he's looking at ways to make budget cuts that maintains our existing employees. He's considering some reorganization of positions in a careful manner through out-of-class opportunities and interim positions. Nabil shared that he's impressed with how we're handling everything as a college and thanks everyone for their work and dedication.</p> <p>Nabil updated the group about the work we are doing (at the district/college level) for the re-occupancy planning through the 5 Rapid Response Teams (RRTs). For fall semester, we're looking at having a minimum number of students on campus and will only be having classes on campus that are hard-to-convert (H2C) and that can only take place with face-to-face (F2F) labs.</p> <p>Opened the floor up to questions: Barbara asked about the Administrator positions that might be shifted or reorganized and is seeking clarification about what he meant. Nabil responded that we are not just thinking of Administrator positions and will be looking at all positions. He wants to make sure he maintains continuity in operations when we have vacancies, to fill positions that are critical, and to provide career growth opportunities – while not unduly impacting efficiencies.</p>
DISCUSSION OF PRIOR AGENDA ITEMS / OLD BUSINESS	
	None

NEW BUSINESS continued on next page

NEW BUSINESS	
1. Governance Committee Chairs	<p><u>Should governance committee chairs have two-year terms?</u></p> <p>Cindy Emerson spoke on behalf of Classified Senate – She has heard from some co-chairs that they’re getting their feet wet after 1 year, and possibly wished for more time to serve. Comments from classified and a reminder from GOSC that each member would serve a 3-year term, and in this first year we would have staggered terms of 1, 2, and 3-year terms. If we implement the 2-year co-chair terms, then the staggered system would not work. Recommendation from Classified Senate to continue the existing system that GOSC established and continue to evaluate this. Judd Curran commented as co-chair of the Budget Committee (BC) – This committee, especially has a big learning curve. For the BC to be most effective, the co-chair would benefit from additional time in this role. If there are other aspects of the process in the governance handbook that conflicts with this recommendation, these should be reviewed also. He’s supportive of a 2-year co-chair term, at least for the BC. This could be done in a way that aligns and coordinates with the staggered terms. Denise Schulmeyer spoke on behalf of Academic Senate – She agrees in general with this concept, however she has not had time to speak on this with her constituency group and their next meeting is in August.</p> <p>Loren Holmquist commented as co-chair of the Facilities Committee (FC) – He agrees with either one or two year terms, and would be happy to serve for two years.</p> <p>Nadia Almaguer added that this may be a one-time concern because the participatory governance process is so new for so many. The learning curve is steep for all of us. Colleen Parsons agreed with Nadia that it feels like it’s so new because it is. The next co-chair would most likely come from the existing membership who has sat on the committee in advance. She feels fine to leave it (the term) as one year. If we move to two years, then other aspects of the governance handbook would need to be reviewed.</p> <p>Mike Reese wrapped up the discussion and made a motion for voting.</p>

FOR CONSENSUS *	
<p><small>* On College Council, consensus is reached when at least three-fourths (75%) of voting members present are in agreement on a decision. Consensus is <u>not</u> reached on College Council if more than two (2) of those in the minority are members of the same constituency (Gov. Handbook, pg. 10).</small></p>	
1. Governance Committee Chairs	<p>A first motion was presented to “Keep co-chairs to one year for now.” Some members of Council did not feel ready to vote because they had not had time to confer with their constituencies. Question came up as to why a vote is even necessary on this item now. The first motion was rescinded.</p> <p>An alternative motion was presented to “Not consider length of co-chair terms for now” and passed unanimously. No change or further action to be taken at this time.</p>
2. Strategic Hires	None

INFORMATION AND DISCUSSION	
	None

REPORTS continued on next page

REPORTS	
1. Accreditation Steering Committee	May 2020 written report updates are being done and will be distributed soon. Academic Senate approved a motion at the May 18, 2020 meeting relating to Recommendation #1 (DE Instruction). This policy is being incorporated into the DE training. Rest of work focuses on SLOs and SLO implementation. SLO Liaisons are doing a lot of work and providing structure to take a step forward from where they were. Working on making sure the course outlines and syllabi are in alignment and having a process in place to review these.
2. Budget Committee (BC) (Judd Curran)	Report: Election of co-chair this Friday, May 22. Met with President Nabil Abu-Ghazaleh at the last meeting to discuss the current budget situation and will meet with him again this Friday. Hope is that these regular updates from Nabil will continue as an ongoing process. Reviewing budget projections, based on current information after the Governor's May revise. Developed norms for Zoom meetings. Will be reviewing CARES Act funding at meeting on 5/22. Eric Klein will provide an overview of tutoring and technology at tomorrow's meeting.
3. Facilities Committee (FC)	No report
4. Planning and Institutional Effectiveness Committee (PIEC)	No report
5. Professional Development Committee (PDC)	Report: Meeting yesterday discussed what PD could look like in the fall and partnering with the professional development office to offer PD to employees, with a focus on mental health. Guided Pathways presentation will be forthcoming for review.
6. Staffing Committee (SC) (Marion de Koning)	Report: State of hiring in light of current events. Hiring is on hold, especially for faculty. Per Chancellor's Forum, furloughs could be on the horizon, however trying to be avoided. Also per the Chancellor, an early retirement proposal could be on the table however we have to make sure not to drop below FON (Faculty Obligation number). Final meeting of the academic year is this afternoon at 3:00 PM. Request to Nabil about keeping the Staffing Committee informed of upcoming reorganizations of the college.
7. Classified Staffing Prioritization Committee (CSPC) (Aaron Starck)	Report: Committee met on May 7th, 2020. Worked on updating the rubric for 2020. When CSPC comes back in the Fall, the committee will establish timeline and schedule/hold presentations for the departments who submitted a request. CSPC will then rank positions and submit recommendation to Staffing Committee and then to College Council.
8. Faculty Staffing Prioritization Committee (FSPC)	Report: Faculty Staffing will work in the fall to align the timeline with the one being used by CSPC.
9. Student Success & Equity Committee (SSEC)	Report: Analysis of student applications. Deep dive into the equity framework and noticing alignment with their efforts.
10. Technology Committee (TC)	No report

COMMENTS FROM THE FLOOR	
Patty Sparks (Advisory)	Hearing a lot of conversation about Classified being moved, work duties added/ removed, and a reminder that these are all negotiable items. Our (Classified) job descriptions to date have been impacted and yet these have not been updated. She (and CSEA) has no problem working closely with everyone, however there have to be some protections in place for Classified.

FOLLOW-UP		
Who	Item	Timeline

WORK AHEAD (10 minutes)

- *Date for Committee Chairs and College Council to meet*
- *Date for College Council Retreat*

NEXT MEETING: Thursday, August 27, 2020 (3:00 to 5:00 PM via Zoom)

ADJOURN - Meeting ended at 1:58 PM.

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.

Virtual Norms (Established April 2020):

1. Consensus / voting: (a) state item for vote in the chat, (b) record votes in chat grouped by constituencies.
2. Use the raise hand feature in the participant window when you wish to speak.
3. Mute microphone when not speaking.
4. Record the meetings for note taker to use as needed.
5. Consider ways for guests to observe (i.e. use “Registration” feature for meetings. Keep the chat area reserved for voting and advisory members.