



GROSSMONT COLLEGE
Faculty Staffing Prioritization Committee (FSPC)
Friday, 6 September 2019
3:00 p.m. – 5:00 p.m.
Location: 34-255
MEETING SUMMARY

CO-CHAIRS	ACADEMIC SENATE REPRESENTATIVES	ADMINISTRATORS' ASSOCIATION
<input checked="" type="checkbox"/> Mike Reese	<input checked="" type="checkbox"/> Natalia Aylett	<input checked="" type="checkbox"/> Joan Ahrens
<input checked="" type="checkbox"/> Brodney Fitzgerald	<input type="checkbox"/> Caylor Cuevas	<input checked="" type="checkbox"/> Javier Ayala
RECORDER	▪ <i>Brodney Fitzgerald</i>	EX-OFFICIO MEMBERS
<input checked="" type="checkbox"/> Krista Ames-Cook	<input checked="" type="checkbox"/> Hau Nguyen	<input checked="" type="checkbox"/> Marsha Gable
	<input checked="" type="checkbox"/> Peggy Wells	
	<input checked="" type="checkbox"/> Kyleb Wild	

PROXIES	GUESTS	ATTACHMENTS
		<input checked="" type="checkbox"/> Annual Unit Plan (AUP) Process Diagram DRAFT 2 (2019-08-23)

ROUTINE BUSINESS	
1. Welcome and Introductions	Mike convened the meeting at 3:02 PM. Introductions were made around the table. Three hires still underway, separate from this committee's work: (1) CVT; (2) CCS; (3) Communication
2. Additions/Deletions to Agenda	Comment from Peggy Wells: Suggestion to standardize the day and time for the Faculty Staffing Prioritization Committee (FSPC) meetings and then request volunteers who are available rather than the reverse.
3. Committee Purpose	Annual prioritization of faculty staffing requests, aligning with college mission, vision, and goals.

NEW BUSINESS	
4. Committee Responsibilities	<p>Handout: “FSPC Responsibilities, Vision, Mission, Strategic Priorities, Integrative Planning Goals”</p> <ul style="list-style-type: none"> • Understand strategic priorities and integrative planning goals • Collaborate with Staffing Committee to design rubric • Utilize rubric to prioritize requests • Present prioritized list to Staffing Committee • Evaluate process with Staffing Committee
5. Strategic Priorities	<ul style="list-style-type: none"> • Outreach (Heriberto Vasquez, Outreach Coordinator) • Engagement (Susan Berry, Student Engagement Coordinator) • Retention (Alexis Lytle & Shardai Zaragoza, Success Coaches) • Institutional Capacity (Foundation for Grossmont and Cuyamaca Colleges, FGCC) <ul style="list-style-type: none"> ○ Improve student experience ○ Increase effectiveness and serving students (e.g. SLOs, hiring)
6. Integrative Planning Goals	<p>(a) Streamline onboarding</p> <p>(b) Reduce number of excess units</p> <ul style="list-style-type: none"> • Goal should be 60 or so units (to transfer) • Average is 90+ (closer to 100) units, which postpones students’ progress <p>(c) Reduce time from basic skills sequences</p> <ul style="list-style-type: none"> • AB 705 • Math accelerated classes <p>(d) Improve and decrease equity gaps in 12 gateway courses</p> <ul style="list-style-type: none"> • Gateway Courses: Math 90, 103, 110, 160; Biology 120; English 110, 120; History 108, 109; Sociology 120; Communication 120; Psychology 120 • 25% of students are enrolled in these 12 courses • Poor success rates overall for these courses • If we can effect change in these 12 courses (e.g. improve results), we could see progress campus-wide • Another course in Anthropology has joined the gateway courses effort • Reduce percentage on academic and/or progress probation (Student Services perspective) <p>Action item: Follow up with Marsha Gable for an update on this information.</p>

7. Guiding Principles: Let's define our rubric	<p>Handout: "Classified Staffing Application & Rubric / Faculty Staffing Application & Rubric"</p> <p>(a) What are the big things that guide us when we determine who needs faculty members? (partner share, capture at least 3 ideas, share out for chart)</p> <p>(b) Review of Classified Staffing Application & Rubric (see Handout)</p> <ul style="list-style-type: none"> • 8 guiding questions • Explanation from Marsha G. about "Funding Support" item (categorical/restricted funds or general/unrestricted funds) <ul style="list-style-type: none"> i. Next cycle, suggestion for CSPC to not "rank" the positions that are funded with categorical funds ii. This could also apply to FSPC • Critical Hire Mandates <ul style="list-style-type: none"> i. Legally or legislatively mandated ii. Consider moving these out of the prioritization ranking process • Positive impact on other programs <ul style="list-style-type: none"> i. Review alignment of position for collaboration with other programs <p>(c) Review of Faculty Staffing Application & Rubric (from previous years) Handout</p> <ul style="list-style-type: none"> • Item #6 on the list is/has been a "catch all" category for the ranking • Staffing Data Tables (page 1) <ul style="list-style-type: none"> i. FT FTEF – size of the department ii. XPAY FTEF – overload work (room for another faculty member?) iii. RT <ul style="list-style-type: none"> • Permanent (contractual) • Temporary (discretionary) iv. Library & Counseling Faculty positions v. Sub-discipline data <ul style="list-style-type: none"> • Earned WSCH (weekly student contact hours) = "wish" • Earned WSCH/FTEF • Retention <p>(d) Goal is not to leave this meeting with a completed draft rubric; would like to have a draft rubric ready for Sept. 19 Staffing Committee meeting</p> <p>Action item: Mike will share chart (captured ideas) and proposal(s) for collecting input/thoughts via email (done 9/9/2019)</p> <p>Action item: Share out example rubric from Monterey</p>
8. Essential Steps: Let's define our prioritization process	<p>** Refer to emails from Mike dated 9/7/19 – 9/8/19:</p> <p>(a) Proposal for application form</p>
9. Possible Process & Timeline	<p>** Refer to emails from Mike dated 9/7/19 – 9/8/19:</p> <p>(a) Proposal for possible process and timeline for FSPC</p> <p>(b) Proposal for automatic rubric for quantitative data</p>

FOLLOW-UP / ACTION ITEMS		
Who	Item	Timeline
Mike Reese	Send out chart (captured ideas) and proposal(s) for collecting input/thoughts via email	Prior to 9/9/19 (completed)
FSPC Members	Review email(s) from Mike and provide feedback.	Between 9/10 and 9/16/2019
FSPC Members	Finalize rubric, application, process and timeline via email.	By 9/17/2019
Krista Ames-Cook on behalf of FSPC	Submit draft of rubric and application to Staffing Committee for Sept. 19 th meeting.	By 9/18/2019

WORK AHEAD:

NEXT MEETING: Staffing Committee on Thursday, 19 September 2019 from 3:00 – 4:30 PM in DLR (70-066)
(FSPC members are welcome to attend)
Faculty Staffing Prioritization Committee = TBD

Adjourned at 5:05 PM