



THURSDAY, OCTOBER 22, 2015,
3:00-5:00 PM, GRIFFIN GATE

MEETING SUMMARY

PRESIDENT	Nabil Abu-Ghazaleh (Chair)	√	DIVISIONAL REPS (7)	Adelle Schmitt	√
VICE PRESIDENT ACADEMIC AFFAIRS	Katrina VanderWoude	√		Jennifer Bennett	
VICE PRESIDENT STUDENT SERVICES	Marsha Gable (Interim)	√		Michael Barendse	
VICE PRESIDENT ADMINISTRATIVE SERVICES	Tim Flood	√		Craig Milgrim	√
SR. DEAN OF COLLEGE PLANNING & INSTITUTIONAL EFFECTIVENESS	Chris Hill	√		Liz Barrow	√
DEAN OF CAREER & TECH ED/WORKFORCE DEVELOPMENT	Javiar Ayala			Beth Kelley	√
DEAN, COUNSELING & ENROLLMENT SERVICES	Martha Clavelle	√		TBD	
DEAN OF ARTS, LANGUAGES AND COMMUNICATION			BASIC SKILLS REPRESENTATIVE	Corey Manchester	
DEAN, ENGLISH, SOCIAL/BEHAVIORAL SCIENCES	Agustin Albarran	√	SUPERVISORY REPRESENTATIVES (2)	Genie Montoya	
DEAN, MATH, NATURAL SCIENCES & EXERCISE SCIENCE/WELLNESS	Mike Reese	√		Kurt Brauer	
DEAN, LEARNING & TECHNOLOGY RESOURCES	Taylor Ruhl (Interim)		CLASSIFIED SENATE DESIGNEE	Rochelle Weiser	√
DEAN OF ALLIED HEALTH & NURSING	Debbie Yaddow	√	CLASSIFIED SENATE REPRESENTATIVE	TBD	
ASSOCIATE DEAN OF NURSING/DIRECTOR OF NURSING	Domenica (Dee) Oliveri	√	CSEA REP	Will Pines	√
DEAN, ADMISSIONS, RECORDS & ENROLLMENT SERVICES	Aaron Starck	√	ASGC REPRESENTATIVE	TBD	
ASSOCIATE DEAN, ATHLETICS	Jim Spillers	√			
		√			
ACCREDITATION LIASON OFFICER	Chris Hill	√	GUESTS:		
DIRECTOR FACILITIES & OPERATIONS	Ken Emmons	√	ASSOCIATE DEAN of STUDENT SUCCESS & EQUITY	Lida Rafia	
PRESIDENT, ACADEMIC SENATE	Tate Hurvitz (Co-Chair)	√			
AFT REPRESENTATIVES	Jim Mahler				
	Victoria Curran for Judd Curran	√			
CHAIRS & COORDINATORS REP	Evan Wirig	√	RECORDER:	Patty Sparks	√

Meeting commenced at 3:00 PM.



I. COMMITTEE CO-CHAIR POSITION

It was discussed and recommended that the Vice President of Administrative Services, Tim Flood, co-chair this Council. Tim agreed to serve as co-chair.

III. BUDGET

Tim disseminated a handout, *Grossmont College Budget Update*, for the Council to review. He stated this is an overall update reflecting the burn-rate of expenditures, how the college's unrestricted expenditures compare to the previous year.

Overall our budget has expended approximately \$66.7 million. Salary expenses are up in both academic and classified expense lines. Net salaries represent approximately 88.0% of expenditures. We have additional increases in utilities due to an extremely hot summer. We received Scheduled Maintenance funds so Capital Outlay expenditures are much higher than last year. Tim reviewed in detail the expenditures and stated overall our budget is looking good. We have growth funds in a holding account (should we need to send the funds back to the State if we do not make our growth target. In addition, we will be zeroing out negatives in the salaries object codes.

RAF and SET Costs

The estimated District wide salary increase is approximately \$4 million. Grossmont's allocation, 70%, is \$2.8 million. This year's costs, January 1 to June 30, is \$1.4 million and currently have \$1,353,142 in holding. We will need an additional \$1,446,858 for next year. We need to make adjustments and Tim explained we may be able to take from the 2300 and 2400 object codes as well as 4310 supplies and 5210 travel and mileage object codes. Although we have seen the biggest increase from the State in years, we are and will be experiencing a change in demographics as we are seeing fewer under-24 year olds attending college. RAF/SET has been allocated in advance of meeting growth.

FTES

Currently we are down approximately 107 FTES. Katrina VanderWoude stated Enrollment Strategies Task Force is working hard to get students on campus.

III. STRATEGIC HIRES/STAFFING

- Outreach Coordinator

There is a need for an Outreach Coordinator as we have outreach happening all over the campus. There are multiple outreach efforts occurring that need to be coordinated and there are also some gaps in our efforts that need to be addressed. Lida provided a job description for the Council to review. There was discussion about the position of the outreach coordinator in the college's structure with suggestions that included a college-wide office, Counseling Services, and Admissions



and Records. The Council discussed the need for this position and is recommending the position move forward. The next step will be submittal to the reclassification committee.

There are three other positions that Tim discussed that could move forward out of this year's budget. They are:

- Library Coordinator. This position is vacant due to a retirement. The Interim Dean, Library and Learning Resources is trying to manage both sides of the LTRC but is struggling to manage both sides. We are hoping for a July 1, hire.
- IS Business Analyst. This position is ready to move forward and will be funded by SSSP Funds.
- Administrative Assistant III, Admissions and Records. This position will support the Dean of Admissions and Records. The funds for this position are already in the adopted budget. The A&R Dean currently does not have administrative support and has been doing the work himself.

The Council discussed the need for these positions and has agreed to move them forward.

IV. TITLE V IMPLEMENTATION

Chris shared an abstract of the Title V grant project and mentioned that two reassigned-time faculty positions are currently being solicited. In addition, two classified staffing positions will be funded and hired through the auxiliary.

VII. LEAD CENTER

Lida provided a handout for the Council to review. The two-sided handout provides information on a potential model for a L.E.A.D. Center (Leadership, Equity and Development). The Center will look to increase student engagement on campus and enhance the educational experience of historically disadvantaged populations by providing professional expertise, advocacy and access to resources that ensure student success. The Center will focus and work with student to achieve a community feel. Students are more apt to stay in school if they feel a connection and a sense of belonging. The Center would potentially focus on the following:

- Expanded Counseling Services
- Mental Health Counseling
- Comprehensive Outreach
- Student Leadership and Retention Programs



- Learning Resource Center
- Faculty & Staff Support Resources

If such a center is considered there would be a need to identify space to house it. One suggestion was to discuss possible locations at a Facilities Committee meeting.

VIII. Other

Student Equity Plan Timeline

Lida Rafia provided a handout, *2015-16 Student Equity Plan Timeline*, for the Council to review.

Meeting adjourned 5 p.m.

NEXT P&RC MEETING DATE: November 19, 2015, 3 – 5 p.m., Griffin Gate

VISION: CHANGING LIVES THROUGH EDUCATION