



GROSSMONT COLLEGE
Planning & Resources Council

THURSDAY, MAY 22, 2014
3:00- 5:00 PM, GRIFFIN GATE

PRESIDENT	Sunita Cooke (Chair)	√	CHAIRS & COORDINATORS REP	Joel Castellaw	√
VICE PRESIDENT ACADEMIC AFFAIRS	Katrina VanderWoude		DIVISIONAL REPS (7)	Adelle Schmitt	
VICE PRESIDENT STUDENT SERVICES	Peter White, Interim	√		Jennifer Bennett	√
VICE PRESIDENT ADMINISTRATIVE SERVICES	Tim Flood	√		Jane Nolan	√
SR. DEAN OF COLLEGE PLANNING & INSTITUTIONAL EFFECTIVENESS	Chris Hill	√		Michael Barendse	√
DEAN OF CAREER & TECH ED/WORKFORCE DEVELOPMENT	Christina Tafoya	√		Craig Milgrim	√
DEAN, COUNSELING & ENROLLMENT SERVICES	Howard Irvin, Interim	√		Patty Morrison	√
DEAN OF ARTS, LANGUAGES AND COMMUNICATION	Steve Baker	√		Liz Barrow	√
DEAN, ENGLISH, SOCIAL/BEHAVIORAL SCIENCES	Agustin Albarran		BASIC SKILLS REPRESENTATIVE	Corey Manchester	
DEAN, MATH, NATURAL SCIENCES & EXERCISE SCIENCE/WELLNESS	Mike Reese	√	SUPERVISORY REPRESENTATIVES (2)	Genie Montoya	
DEAN, LEARNING & TECHNOLOGY RESOURCES	Doug Hersh	√		Kurt Brauer	√
DEAN OF ALLIED HEALTH & NURSING	Debbie Yadow	√	CLASSIFIED SENATE DESIGNEE	Rochelle Weiser	√
DEAN, ADMISSIONS, RECORDS & ENROLLMENT SERVICES	Aaron Starck, Interim		CLASSIFIED SENATE REPRESENTATIVE	Linda Daley	
ASSOCIATE DEAN, ATHLETICS	Jim Spillers		CSEA REP	Will Pines	√
ACCREDITATION LIASON OFFICER	Chris Hill	√	ASGC PRESIDENT OR DESIGNEE	TBD	
ADMISSIONS & RECORDS REP	Nick Montez		GUESTS:	Tate Hurvitz	√
DIRECTOR FACILITIES & OPERATIONS	Ken Emmons	√		Helen Liesberg	√
PRESIDENT, ACADEMIC SENATE	Sue Gonda (Co-Chair)	√		Carl Fielden	√
AFT REPRESENTATIVES	Jim Mahler			Lorena Ruggero	√
	Judd Curran	√	RECORDER:	Amie Pinho	√

MEETING SUMMARY

The Meeting commenced at 3:00 PM.



President Cooke introduced the agenda, and while we have three Activity Outcome Proposals to present today, the last two activity proposals were deferred until June or September 2014 meetings due to the length of today's agenda.

I. EDUCATION: ACTIVITY OUTCOME PROPOSALS:

Tate Hurvitz presented "One Book-One Campus" and discussed the novel "The Emperor of All Maladies". This particular activity engaged at least 15 different departments who contributed to hosting the events along with 5 different community partners; at least 8 different departments used this subject in their courses. Tate stated next year will shift from "One Book-One Campus" to a one concept theme to engage even more disciplines. Water will be the theme (successfully used at Seattle Community College). The allocation for this Activity Proposal was \$4345.00. A suggestion was made to institutionalize this ongoing effort but at this time there may not be funds to commit based upon the tentative budget.

Helen Liesberg presented the Activity Proposal "ESL Books" with a requested allocation of \$6,507.38. This program was used to purchase a new series of ESL reading programs with a lab component. Post proposal comparisons of the results showed a 19% improvement over last semester. A 56% improvement was shown in English Reading Level 80 with 75 students participating in the program.

Carl Fielden presented the Activity Proposal regarding "SDSU Graduate Student Tutors" with an allocation of around \$10,000.00. Two grad students from SDSU who are completing their Master of Fine Arts in Creative Writing were hired to intensify services not offered in the English writing center. These students received one-on-one help as well as software/computer aided tutoring. Results were slightly positive though the control group was not limited to students with disabilities.

II. TENTATIVE BUDGET UPDATE:

Tim Flood presented the current 2014/2015 Tentative Budget defined as the early budget adopted by the Governing Board in June. It is based upon the Governor's January budget. There was discussion regarding the budget and at the cost increase across the district as well as the College were reviewed. It is a very tight budget with no allocation



possible for strategic initiatives at this time (see PowerPoint handout). Tim clarified that the Adopted Budget is the final budget that is approved by the Governing Board and is based upon the State Budget approved by the legislature and the final year end and ending balances includes some projections and assumptions.

III. COLLABORATIVE BRAIN TRUST STAFFING ANALYSIS FOLLOW UP:

Sunny Cooke presented a summary of the work to be done by the Collaborative Brain Trust. For accreditation purposes we were required to do analysis of the college’s workforce. Sunny noted that the first phase consists of a comparison to other similar colleges in a two-college district. The second phase will analyze the data and assist us to develop a long term staffing plan. There was discussion regarding the limitations of comparing to another district.

COMPARISON INSTITUTIONS		
Name	District	Scorecard FTES
Grossmont-Cuyamaca District Office Services	Grossmont-Cuyamaca CCD	17,021.10
West Valley-Mission District Office Services	West Valley-Mission CCD	15,017.00
Chabot-Las Positas District Office Services	Chabot-Las Positas CCD	16,203.00
Yosemite District Office Services	Yosemite CCD	16,155.40
Grossmont College	Grossmont-Cuyamaca CCD	11,802.90
Bakersfield College	Kern CCD	12,515.20
Moorpark College	Ventura CCD	10,699.60
Cypress College	North Orange CCD	10,683.60
Cuyamaca College	Grossmont-Cuyamaca CCD	5,218.20
Oxnard College	Ventura CCD	4,517.60
Folsom Lake College	Los Rios CCD	5,271.80
Contra Costa College	Contra Costa CCD	5,283.50

IV. CLASSIFIED STAFFING HIRING:

Classified staffing priorities were discussed and reviewed by the Council. The classified staffing committee, co-chaired by Steve Baker and Barbara Rogerio prioritized new positions or increases in contract. The prioritized new positions were combined with replacement positions at President’s Cabinet. The draft recommendations were



presented in order of priority. The Council agreed to go forward with the restricted positions as they are funded by dedicated sources, not the general fund. No general fund positions were released at this time. A subsequent reminder not to allow hourly student workers to perform classified work was provided.

V. TUTORING SURVEY RESULTS:

Chris Hill presented the findings of the tutoring survey (handout). There was discussion by the council regarding how to effectively track tutoring and effectiveness at the college. It seemed that there was a bit of everything used in identifying, hiring, evaluating, and scheduling of tutors. Health Sciences shared their tool for evaluating tutoring services. Chris discussed several models and stated the college has a form of the hybridized version with centralized functions and extended services. The needs to identify, hire, and compensate tutors in an equitable manner as well as to track tutoring impacts was emphasized. Next steps include getting tutoring representatives together to discuss what is going well and what needs to be improved. The group will review the tutoring models and make recommendations on how to move forward more effectively at Grossmont College. This information is crucial in determining the scope of a tutoring position the college has already approved.

VI. TUTOR HIRE UPDATE:

Sue Gonda discussed the meeting that occurred between tutoring representatives, deans, Katrina VanderWoude, Tim Corcoran and Marsha Edwards. A small working has been formed to follow up on the big issues and also clarify the tutor hiring process. The group is scheduled to meet May 29, 2014 at 4:00 PM. (*Postscript: the meeting was cancelled and must be rescheduled.*)

The meeting was adjourned at 5:15 PM.

NEXT P&RC MEETING DATE: Thursday, June 26, 2014

3:00 PM – 5:00 PM

Griffin Gate

VISION: CHANGING LIVES THROUGH EDUCATION