



GROSSMONT COLLEGE
Staffing Committee
March 16, 2023 | 3 – 4:30 p.m.
[Zoom Meeting](#)

AGENDA

Purpose: The Staffing Committee is responsible for drafting Grossmont College's multi-year Staffing Plan based on Educational Master Plan and Strategic Plan goals, and for monitoring the implementation of Staffing Plan to promote employment equity and diversity consistent with the college's mission, vision and values. The Grossmont College Staffing Committee is responsible for prioritization of faculty and classified staffing requests from annual unit plans.

| CO-CHAIRS | ASSOCIATED STUDENTS OF GROSSMONT COLLEGE | ADVISORY |
|---|---|---|
| <input type="checkbox"/> Marsha Gable | <input checked="" type="checkbox"/> Cesar Nunez | <input type="checkbox"/> Marshall Fulbright |
| <input checked="" type="checkbox"/> Graylin Clavell | <input type="checkbox"/> | <input type="checkbox"/> |
| | <input type="checkbox"/> | |

| ACADEMIC SENATE | CLASSIFIED SENATE | ADMINISTRATORS' ASSOCIATION |
|--|---|---|
| <input checked="" type="checkbox"/> Janette Calo | <input type="checkbox"/> Chad Deitchman | <input type="checkbox"/> Maura Mehrian |
| <input checked="" type="checkbox"/> Evan Wirig | <input type="checkbox"/> Kelly Jackson | <input checked="" type="checkbox"/> Loren Holmquist |
| <input type="checkbox"/> Angela DiDomenico | <input checked="" type="checkbox"/> Theresa Apodaca | <input type="checkbox"/> Luma Shamon |

| EX OFFICIO | RECORDER | MEMBERS from CSPC and/or FSPC |
|---|---|-------------------------------|
| <input type="checkbox"/> VPAS (TBD) | <input checked="" type="checkbox"/> Graylin Clavell | <input type="checkbox"/> |
| <input type="checkbox"/> Marshal Fulbright (VPAA) | <input type="checkbox"/> GUESTS | <input type="checkbox"/> |
| <input type="checkbox"/> Brodney (John) Fitzgerald (FSPC) | <input type="checkbox"/> | <input type="checkbox"/> |
| | | <input type="checkbox"/> |

| ROUTINE BUSINESS | |
|---|---|
| 1. Welcome and Introductions | The meeting began at 3:05pm. |
| 2. Establish Quorum (50% + 1) | Did not meet Quorum. |
| 3. Public Comments | N/A |
| 4. Additions/Deletions to Agenda | N/A |
| 5. Approve Meeting Summary & Follow-up | February minutes need to be reviewed/approved at the April meeting. |
| 6. President Update | N/A |

| ROUTINE BUSINESS | |
|------------------|--|
| NEW BUSINESS | |
| | |

| DISCUSSION ON PREVIOUS AGENDA ITEMS (Time Permitting) | |
|--|---|
| <p>a. Staffing Plan: Review sub-group work for Staffing Plan sections</p> | <p>1. Identifying Guiding Principles (Loren Holmquist & Graylin Clavell): We think our driving force of our staffing plan needs to be data informed (FON, class statistics, student population, mandates/legislation, impact, OSHA standards, etc.), innovative (what technological advances can assist in streamlining specific work and remove barriers in processes), and have a focus on diversity, inclusion, and access (do students have easily accessible courses, resources, and personnel that can relate and assist our student population). We need to see the big picture and compare.</p> <p>i. Guiding Principles:</p> <ul style="list-style-type: none"> a. Data Informed: <ul style="list-style-type: none"> i. Class Statistics: What classes are in high/low demand and what is our Faculty numbers towards those courses? ii. Student Population: What is our student demographics and can our faculty, staff, and administrators identify with our student population? iii. FON: Are we over or under our needed FON? 9500 FTES is our goal and would our FON allow us to meet goals like these? iv. Impact: Can a department/program/unit perform with or without this hire and at what level? v. Legislation/Mandates: Is it legally mandated that the college/department have this position? b. Innovative: <ul style="list-style-type: none"> i. Technological Advances: Are we utilizing our technological resources to streamline work and make less need of hires in specific career fields enabling the institution to focus hires in other departments/positions. Access to more online/HyFlex courses to provide more ways to attend courses. c. Diverse: Are we hiring candidates that can relate to our student population. d. Inclusive: Does the institution hire to allow equitable outcomes? e. Access: Do we hire with the intent to provide more access? More access to high demand courses to provide more opportunities for more students to take like lab courses? Hiring for positions that provide more access to programs on campus such as theater and enabling the use of the new PVAC Center? Also more access to the way the course is taught (Online/HyFlex). b. Mission, Vision, Values (Jeanette Calo & Maura Mehrian): Working on their section and will update the OneDrive document next week. c. Alignment w/Strategic Plan (Angela DiDomenico, Evan Wirig, and Chad Deitchman): In reviewing both the Staffing Committee's Purpose and Responsibilities and then comparing those to the 2022-2028 GC Strategic Plan, we believe the Staffing Committee's Purpose aligns with the Strategic Plan in the following areas: <p style="margin-left: 20px;">Vision and Mission - in promoting diversity, equity and anti-racism.</p> <p style="margin-left: 20px;">Completion Culture - in hiring personnel that will help to remove barriers and increase outcomes towards careers and transfers.</p> <p style="margin-left: 20px;">Operational Excellence – promoting safety, increasing opportunities for continuous learning on equitable and anti-racist best practices.</p> <p style="margin-left: 20px;">Community Collaboration – Increasing experimental learning opportunities and strengthening community engagement.</p> |

| REPORTS | |
|--|-----|
| Classified Staffing Prioritization Comm. (CSPC) | N/A |
| Faculty Staffing Prioritization Comm. (FSPC) | N/A |

FOR CONSENSUS *

* Consensus is reached when at least 75% of voting members present are in agreement on a decision (Gov. Handbook pg. 10).

| FOLLOW-UP | | |
|--------------------|---------------------|----------|
| Who | Item | Timeline |
| Staffing Committee | Staffing Plan Draft | TBD |
| | | |

WORK AHEAD

- Develop Staffing Plan

NEXT SCHEDULED MEETING: April 20, 2023

CONCLUSION

Meeting adjourned at 3:32pm.

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:

- There is no rank in the room when at the committee table. All participants are treated as peers, both between constituencies and within constituencies.
- Speakers will be heard one at a time and without interruption. Participants will allow for moments of silence for thought and other viewpoints. In consideration of hearing all feedback, members should be mindful of how often and how long they speak. Equity in consensus building means including diverse perspectives at all levels of the organization.
- Members will be engaged and contribute, and challenge ideas, not people. All meeting attendees will be respectful/civil in their comments, responses, and body language.
- Members will listen to others, and seek to focus on the merits of what is being said, while making a good faith effort to understand the concerns of others. Council/committee members are encouraged to ask questions of clarification.
- Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodate individual interests and the interests of others.
- All members should be mindful of the language used in discussions, including use of "I" statements instead of "they" attributions to relate anecdotal evidence or experiences. Members are encouraged to use an asset-minded approach that focuses on what works and how something can be done. This is in contrast to a deficit-minded approach that focuses on the negative and why an initiative, idea, or project can't get done.
- All council/committee members will be aware of the purpose and responsibility of their committees. When issues arise in discussion that are not supported by the committee's charge, the chair will identify the proper council, committee, or constituency group leadership for review, and forward the issue for consideration.
- Once consensus is reached after deliberation, council/committee members will support the group's recommendation.

Virtual Meeting Norms

At the meeting held virtually on April 16, 2020, virtual norms were discussed and established.

- Use the "raise hand" feature in Zoom participant window to avoid talking over each other.
- Mute microphone unless talking.
- For consensus items, the Recorder will type the consensus item in the chat window and voting members will enter:
 - "thumbs up" or "approve" for yes votes,
 - "thumbs down" or "do not approve" for no votes, or
 - "thumbs sideways" or "neutral".