



Planning & Resources Council

**THURSDAY, SEPTEMBER 27, 2018
3:00-4:00 PM, GRIFFIN GATE**

MEETING SUMMARY

PRESIDENT	Nabil Abu-Ghazaleh		DIVISIONAL REPS (7)	Adelle Schmitt	√
VICE PRESIDENT ACADEMIC AFFAIRS	Int. Mike Reese	√		Evan Wirig	√
VICE PRESIDENT STUDENT SERVICES	Marsha Gable	√		TBD	
VICE PRESIDENT ADMINISTRATIVE SERVICES	(Interim) Bill McGreevy	√		Irene Palacios	
SR. DEAN OF COLLEGE PLANNING & INSTITUTIONAL EFFECTIVENESS	TBD			Liz Barrow	√
DEAN OF CAREER & TECH ED/WORKFORCE DEVELOPMENT	Javiar Ayala			Jessica Owens	
DEAN, COUNSELING & ENROLLMENT SERVICES	Martha Clavelle			Nadra Farina-Hess	
DEAN OF ARTS, LANGUAGES AND COMMUNICATION	(Interim) Joan Ahrens	√	BASIC SKILLS REPRESENTATIVE	Shawn Hicks	√
DEAN, ENGLISH, SOCIAL/BEHAVIORAL SCIENCES	Agustin Albarran	√	SUPERVISORY REPRESENTATIVES (2)	Genie Montoya	
DEAN, MATH, NATURAL SCIENCES & EXERCISE SCIENCE/WELLNESS	(Interim) Cary Willard	√		Kurt Brauer	
DEAN, LEARNING & TECHNOLOGY RESOURCES	Int. Matt Calfin	√	CLASSIFIED SENATE DESIGNEE	Monica Blando	
SR. DEAN OF ALLIED HEALTH & NURSING	(Interim) Domenica (Dee) Oliveri	√	CLASSIFIED SENATE REPRESENTATIVE	Brian Lam Cindy Emerson	√
ASSOCIATE DEAN OF NURSING/DIRECTOR OF NURSING	Domenica (Dee) Oliveri	√	CSEA REP	Will Pines	
DEAN, ADMISSIONS, RECORDS & ENROLLMENT SERVICES	Aaron Stark	√	ASGC REPRESENTATIVE	TBD	
ASSOCIATE DEAN, ATHLETICS	TBD				
ASSOCIATE DEAN OF STUDENT SUCCESS AND EQUITY	Lida Rafia	√			



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DIRECTOR FACILITIES & OPERATIONS	Loren Holmquist (Interim)	√			
PRESIDENT, ACADEMIC SENATE	Tate Hurvitz (Co-Chair)				
AFT REPRESENTATIVES	Jim Mahler				
	Sara Ferguson				
CHAIRS & COORDINATORS REP	Scott Therkluson for Judd Curran	√	RECORDER:	Patty Sparks	√

Meeting commenced at 3:00 PM.

I. STRATEGIC HIRE – CALFIN

Tutoring Center Specialist, English Writing Center

This position is vacant due to a retirement. This position served approximately 2,500 students last year and works closely with the Tutoring Center Coordinator.

Action taken. The Council agreed to move this position forward.

II. ENROLLMENT - REESE

FTES is down by 1.25%. Class sections are down which means we are more efficient in serving students. WSCH is up, currently at 446, but as an institution we would like to be at 535. The College’s fill rate is also up by a .5%. Goals have not been met but we are steady.

No action taken.

III. ACCREDITATION - REESE

Stephanie Droker, our AACJC Liaison provided Advanced ISER Training on Tuesday, September 25, at Cuyamaca, and Wednesday, September 26, at Grossmont College. Our Self Evaluation is on the late side, as a college we need to get this work completed. A new 54-page template was provided and the recommended goal is to keep the document 200 pages or under.

Ms. Droker provided valuable insight as to structure of our document. She reported this is an evidenced based, technical document, not a story. She suggests two examples per standard and



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a concise narrative. Our teams continue to do good work and it appears we are meeting our standards.

No Action Taken.

IV. BUDGET UPDATE - MCGREEVY

The Adopted Budget was ratified at the September Governing Board meeting, however the budget presented is the Tentative Budget presented earlier this year. The Adopted Budget will be updated once the State provides its numbers. District Services will present the Amended Adopted Budget at the October Governing Board meeting, but could be delayed to November. The Amended Adopted Budget will be brought back to this Council for review.

No Action Taken.

V. STRATEGIC ENROLLMENT MANAGEMENT (SEM) – ALBARRAN

SEM is a comprehensive year long program from the Institutional Effectiveness Partnership Initiative (IEPI) that provides trainings, coaching and resources that support Community Colleges in their Strategic Enrollment Management Efforts. SEM has been described as “Guided Pathways in disguise.” The intention is to provide a collegial forum, create a community of practice to support SEM initiatives, policies and practices, and most importantly improve student success. We are assigned an IEPI Coach, Tamika Conner-Brown.

Who is involved? Everyone is responsible in one way or another. Student success doesn't just happen in a classroom. On June 1-2, the following participants from Grossmont College attended the IEPI SEM Academy, they are

- Dr. Mike Reese, Interim VPAA
- Dr. Marsha Gable, VPSS
- Judd Curran, Earth Science/Geography Professor
- Agustin Albarran, Lead Dean



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What has been done so far? Along with staff attending the IEPI SEM Academy, there have been phone conferences with SEM Coach, Tamika Conner-Brown, and a CANVAS container was created. The CANVAS container has, data, training materials, FTES calculations, definition of terms, basics of apportionment, and writing lesson slides. Agustin will provide the link to the Council for their review. There are no modules available to date, however files are I there for review. Our coach also has access to the container and the ability to answer questions.

What are we working on? Developing an operational calendar to track what we are doing. It was suggested to incorporate the Grossmont College Calendar with the SEM Calendar. Comprehensive trainings to be provided in the following areas:

- Calculating FTES
- FTES Accounting methods
- Clock hours and Contact hours
- How to schedule for students

When are the important dates? SEM Coach Tamika Conner-Brown will be on Campus October 1. She will meet with Enrollment Strategies Council members, Academic Senate, AAC, and provide a presentation to the Enrollment Strategies Council. Think of this in terms of accreditation as it is similar. SEM touches all of our institutional priorities, Outreach, Engagement, Retention and Institutional Capacity.

Council discussion:

Funding: There are resources and time to move this forward.

Year-long registration: The idea is to get students registered for a full-year.

Issues: Operational issues, registration system and relevant dates, i.e., drop dates, looking at a holistic approach to on-boarding and seeing how our sister college is operating. Targeting specific populations and having data resources in place to streamline the on-boarding process. There is a tremendous amount of room for improvement but the work can be done.

Action Taken: Agustin will send Patty Sparks the CANVAS container link for the Council to review.

Note: SEM Coach on campus October 1.



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VI. FACILITIES

Construction:

The Performing & Visual Arts Center is coming along with the Stage area erected.

Building 31:

The building has been completed gutted on the inside and moving along on schedule.

Building 36:

Draft plans are at 100% and are now being routed for comments. The process is for this phase is to provide drawings to the Building 36 Task Force and request comments. Once comments and/or requests are collected and incorporated into the drawings, it will be forwarded to the President for review. Final drawings will be provided to Bill McGreevy and can be viewed in his office. Once the drawings are finalized the plans will be forwarded to DSA.

Athletics

Field and Track replacement is scheduled to start demo in mid-November, no contractor has been assigned. New Scoreboards will be installed mid-October.

Modular Buildings:

There will be six more added to the 100 Village during the construction of the 200 Buildings.

200 Buildings:

As previously discussed, the 200s will be demolished completely with plans of building two three story buildings to house the Arts, Languages and Communications departments, along with space for their Dean. The design includes a quad area of 110 feet squared with landscape themes being discussed. The idea is to capture an outdoor space for music and the arts. This project is on track to begin July, 2021.

No action taken.

Council Adjourned: 4 p.m.