



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

District Executive Council

Charge: <https://intranet.gcccd.edu/dec/charge-and-composition.html>

MEETING NOTES

Monday, February 12, 2024 – 1:00–2:30 PM

Grossmont College – Griffin Gate

Council Members

Name	Title	Attendance
Lynn Neault	Chair: Chancellor	<input checked="" type="checkbox"/>
Sahar Abushaban	Vice Chancellor Business Services	<input checked="" type="checkbox"/>
Linda Beam	Interim Vice Chancellor Human Resources	<input checked="" type="checkbox"/>
Barbara Gallego	Interim Associate Vice Chancellor Educational Support Services	<input checked="" type="checkbox"/>
Denise Whisenhunt	Grossmont College President	<input checked="" type="checkbox"/>
Jessica Robinson	Cuyamaca College President	<input checked="" type="checkbox"/>
Cesar D. Nuñez	Grossmont College ASGC President	<input type="checkbox"/>
Manny Lopez	Cuyamaca College ASGCC President	<input type="checkbox"/>
Jim Mahler	American Federation of Teachers (AFT) Guild, Local 1931 Rep	<input checked="" type="checkbox"/>
Colleen Parsons	California School Employees Association (Chapter 707) Rep	<input checked="" type="checkbox"/>
Wayne Branker	Administrators Association Rep	<input type="checkbox"/>
Craig Leedham	Confidential Administrators Rep	<input checked="" type="checkbox"/>
Rosie Ibarra	Confidential Employees Rep	<input checked="" type="checkbox"/>
Perla Lopez	Grossmont College Academic Senate President	<input checked="" type="checkbox"/>
Manuel Mancillas-Gomez	Cuyamaca College Academic Senate President	<input checked="" type="checkbox"/>
Michele Martens	Grossmont College Classified Senate President	<input checked="" type="checkbox"/>
Rana Al-Shaikh	Cuyamaca College Classified Senate President	<input checked="" type="checkbox"/>
Guests:		
Kerry Kilber Rebman	Associate Vice Chancellor Technology	<input checked="" type="checkbox"/>
Steve Abat	Director, Information Security	<input checked="" type="checkbox"/>
Meeting Recorder:		
Mike Williamson	Executive Assistant	<input checked="" type="checkbox"/>



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Agenda Item	Documents
A. Tuesday, February 13, 2024, Governing Board Meeting Docket	<p>Questions and discussion regarding the Governing Board Meeting Docket included the following:</p> <ul style="list-style-type: none">• <u>11.1 Advance to Financial Aid Funds</u><ul style="list-style-type: none">○ Michele M. asked for further explanation on this item.○ The Chancellor explained that students received financial aid funds before being fully qualified, and then ended up not qualifying.○ Because the District was unable to collect funds back from these students, the District had to write off a significant amount of accumulated advances using general funds.○ Manuel noted he had a student that got financial aid, and it was later determined that he did not have a high school diploma or GED.○ It was noted that students must have either a high school diploma or GED to be eligible for federal financial aid.○ The Chancellor and Denise shared that there have been huge improvements in the Financial Aid Department in the past few months.• <u>11.5 Nonresident Tuition Fee for FY 2024-2025</u><ul style="list-style-type: none">○ The group discussed the calculations for determining GCCCD's fee.○ It was noted that the SDICCCA colleges and districts are aligned on their fees.• <u>11.6 & 11.7 Out-of-State/Country Travel</u><ul style="list-style-type: none">○ These items prompted a discussion about student and employee per diems.○ All agreed both are too low and need to be updated.



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Agenda Item	Documents
	<ul style="list-style-type: none">• <u>13.4 GCCCD PC Rules and Regs</u><ul style="list-style-type: none">○ Linda and Jane Kennington will work with the constituent groups to explain the new classified recruiting processes. A short PPT will be created. The Rules and Regs will be available online when finally adopted by the Commission.
B. Governance Council Updates (Standing Item)	
<ul style="list-style-type: none">• IEPI – Next Steps (Barbara & Kerry)	<ul style="list-style-type: none">• Each council will have a three-hour meeting next month facilitated by Dr. Debbie DiThomas focusing on the charge, composition, representation, and functioning of each specific council.• The information presented will be unique to each council.• The Chancellor explained that DEC will address its regular agenda first, and then have its facilitated coaching session with Dr. DiThomas.• Sessions with Dr. DiThomas will also focus on the charge of each group, and how members understand and interpret the charge.• The appropriateness of the composition of each council will also be examined.• The deadline for completing this IEPI has been extended.• Lunch will be provided at the session.
<ul style="list-style-type: none">• District Strategic Planning & Budget Council	<ul style="list-style-type: none">• The State Chancellor's Office is projecting 3.5% deficit at P1.• It was reported at a State Business Officers meeting that the State is looking to pull back unspent money from grants or programs that were funded in the past in order to offset the current state budget deficit.



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Agenda Item	Documents
<ul style="list-style-type: none">Districtwide Public Safety and Emergency Preparedness Council	<p>There was no report, as this council is still in abeyance.</p>
<ul style="list-style-type: none">Human Resources Advisory Council	<ul style="list-style-type: none">Implementation of the Personnel Commission was reviewed and discussed.HRAC was given a heads-up that Dr. DiThomas is coming in March.The group discussed HRAC being separated in to three different councils/committees – HRAC, the EEO Advisory Committee, and the Equity in Hiring Committee.Volunteers were solicited for each of these three committees.The EEO Plan, which was submitted to the State Chancellor’s Office in December, was discussed.HR is still waiting on feedback from the State Chancellor’s Office on the EEO Plan.
<ul style="list-style-type: none">Student and Institutional Success Council	<ul style="list-style-type: none">The group is strategizing ways to restructure SISC so that the work that needs to be done by the council is not impacted.The 2025-2026 Academic Calendar is being done in two versions.The version that will be presented to the Board for approval will not include operational deadlines.The version with deadlines will be used internally for operational purposes.BP 5220 Shower Facilities for Students was discussed and referred to the campuses for compliance review.Priority registration for Middle College students was discussed at SISC. It was noted that if this group is offered priority registration, then all dual enrollment students must be offered the same. SISC is trying to get our board policy compliant with current law in this regard.



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Agenda Item	Documents
	<ul style="list-style-type: none">• A proposal for the Student Health Fee increase was presented to SISC and went out to all groups for review.• An AB 928 Committee is being created.• Drop for nonpayment was discussed.
ADDED DURING MEETING: Parking Fees	<p>The discussion on the Student Health Fee above prompted a separate discussion regarding reinstituting parking fees. The discussion included Below are the discussion points:</p> <ul style="list-style-type: none">• Fall 2024 is proposed for the restart of parking fees. Jim M. expressed concern that it may not be worth it to charge parking fees if we lose enrollment.• CAPS salaries and benefits now come out of unrestricted general fund because the revenue from parking fees is not currently being collected.• Michele M. noted the CAPS website already says parking will be charged starting in August. Sahar will follow up with Nicole.• The proposed parking fee would be the same as the previous amount charged pre-COVID.
<ul style="list-style-type: none">• Technology Planning & Policy Council	<ul style="list-style-type: none">• TPPC has not met yet this year.• Barbara and Kerry are here today to discuss BP 3726 Information Security.• Barbara discussed projects being worked on. She is hoping to go live in March with the new financial aid system, and live for students in April (or May if federal government does not have the FASFA ready in April).
C. Budget Update (Sahar)	Addressed in discussion under DSP&BC.
D. Personnel Commission Update (Linda) <ul style="list-style-type: none">• Rules & Regulations• Transition of Recruiting	Addressed in discussion under HRAC.



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Agenda Item	Documents
<p>E. Board Policies and Administrative Procedures</p> <p>APPROVED VIA EMAIL FOR 2/13/24 BOARD DOCKET</p> <ul style="list-style-type: none">• BP 3726 Information Security <p>FIRST READS</p> <ul style="list-style-type: none">• AP 3727 Data Classification• AP 3728 Email Encryption• AP 3729 Vendors Risk Management<ul style="list-style-type: none">○ 3 New APs○ All reviewed at TPPC and TOG○ All reviewed and approved at SISC on 1/22/24• BP/AP 4101 Independent Study<ul style="list-style-type: none">○ 6-year review○ Reviewed and approved by Curriculum Committees○ Reviewed and approved at SISC on 1/22/24○ No changes recommended to either the BP or AP• BP/AP 4102 Career and Technical Education Programs<ul style="list-style-type: none">○ 6-year review○ Both the BP and AP were reviewed and updated by CTE Deans (see redlines)○ Reviewed and approved at SISC on 1/22/24 with no additional changes• BP/AP 5075 Course Adds and Drops<ul style="list-style-type: none">○ CCLC Update 42○ Reviewed and approved at SISC on 1/22/24	<p><u>AP 3727, AP 3728 and AP 3729</u></p> <ul style="list-style-type: none">• Jim M. expressed concern about the lack of specific direction in the technology-related APs. Steve Abat explained the reasoning behind their creation.• The Chancellor explained that when the IT Department was reviewed by an outside consultant, it was noted that many in IT do not understand their roles related to data security.• It was noted that there is more work to be done on this body of information security APs.• AP 3727, 3728 and 3729 will come back to DEC for a second read. <p>BP/AP 4101, BP/AP 4102 and BP/AP 5075 were approved to move forward to the March Governing Board Docket.</p>



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Agenda Item	Documents
<ul style="list-style-type: none">○ Substantive changes to AP only○ Reference/citation changes only to BP <p>SECOND READS</p> <p><i>None</i></p>	

Next Meeting Date:

Monday, March 11, 2024 – 1:00-2:00 PM – followed by IEPI Workshop from 2:00-4:30 PM
Grossmont College, Griffin Gate