



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

District Executive Council

Charge: <https://www.gcccd.edu/committees/dec/index.php>

MEETING NOTES

Monday, March 10, 2025 – 1:00–2:30 PM
Cuyamaca College – Student Center I-209

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	Associate Vice Chancellor Educational Support Services	<input checked="" type="checkbox"/>
Kerry Kilber Rebman	Associate Vice Chancellor Technology	<input checked="" type="checkbox"/>
Denise Whisenhunt	Grossmont College President	<input checked="" type="checkbox"/>
Jessica Robinson	Cuyamaca College President	<input checked="" type="checkbox"/>
Vi Huynh	Grossmont College ASGC President	<input checked="" type="checkbox"/>
Marseel Bahnan	Cuyamaca College ASGCC President	<input checked="" type="checkbox"/>
Jim Mahler	American Federation of Teachers (AFT) Guild, Local 1931 Rep	<input type="checkbox"/>
Colleen Moreno	California School Employees Association (Chapter 707) Rep	<input type="checkbox"/>
Tammi Marshall	Administrators Association Rep	<input checked="" 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"/>
Karen Marrujo	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:		
Sharon Sampson	Grossmont Academic Senate President-Elect	<input checked="" type="checkbox"/>
Meeting Recorder:		
Mike Williamson	Executive Assistant	<input checked="" type="checkbox"/>



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Agenda Item	Notes/Documents
A. Tuesday, March 11, 2025, Governing Board Regular Meeting Docket	<ul style="list-style-type: none">Item 11.1 & 11.2 Withdrawal from ASCIP and joining PIPS/SWACC:<ul style="list-style-type: none">Linda Beam reviewed coverage aspects of the Workers' Compensation, Liability, and Excess Coverage insurance provided by PIPS and SWACC.Kerry Kilber-Rebman asked for clarification on cybersecurity coverage.It was explained that the cybersecurity coverage SWACC provides is excellent, and they are proactive in training community colleges in cybersecurity loss prevention.SWACC serves community colleges exclusively, and thus targets their needs.11.6 Surplus Property:<ul style="list-style-type: none">It was noted that the classes referenced in this item need to be removed from the catalog.
B. Federal Policy Changes – Update <ul style="list-style-type: none">Draft Talking Points	<ul style="list-style-type: none">The Chancellor reviewed a draft of some talking points regarding the 2025 Executive Orders and Dear College Letter of March 2025.
C. New Health and Safety Committee – Update	<ul style="list-style-type: none">Sahar Abushaban reported that this group met for the first time last month, and will continue to meet monthly going forward.The group reviewed the following during the February meeting:<ul style="list-style-type: none">The charge and responsibility of membersInjury and Illness Prevention ProgramWorkplace Violence Prevention ProgramHazMat ManagementThe Facilitron system will launch this month for work order tracking only on March 21. Cuyamaca will be the pilot for the launch, followed by Grossmont.Documents for this committee are on the intranet, including the agendas and minutes.Councils and committees are going to migrate to the internet as time and resources allow.In response to an inquiry by Tammi Marshall, it was noted that this committee replaces the Districtwide Public Safety and Emergency



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	Preparedness Council as an operational committee. Public safety governance/policy issues will come to DEC. Tammi suggested a lab tech be included on the committee.
D. Taskforce on Reimagining Public Safety - Update	<ul style="list-style-type: none">• This taskforce was created to look at options for public safety in District.• The group met last week and is meeting again today after DEC.• The taskforce will meet every other week until the end of April, and then will schedule more meetings if needed.• The taskforce has reviewed previous public safety structures and discussed the current structure.• The taskforce reviewed a 10-year cost analysis.• Inconsistent communication about public safety needs to be addressed.
E. Governance Council Updates (Standing Item)	
<ul style="list-style-type: none">• IEPI Update	<ul style="list-style-type: none">• Kerry Kilber-Rebman reported that progress is being made on updating the Participatory Governance Handbook, and a draft will be ready to present to DEC next month.• A consultant has been helping with the IEPI work.• Representation on HRC was discussed. Some representatives are tied to certain positions, some are appointed, and some represent constituent groups.• Term limits for councils will be discussed at the next Governance Workshop in August.• The Governance Handbook will not need to go to the Board for approval, and can be updated relatively easily as needed.
<ul style="list-style-type: none">• Districtwide Budget Council (DBC)	<ul style="list-style-type: none">• Sahar Abushaban reported that DBC did not meet in March.• The District received its first apportionment from CCCCO. There will be an updated apportionment at end of June. Based on first apportionment, there is a 7.12% deficit,



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	<p>meaning the state anticipates it does not have enough funds to pay full amount due to the districts; a fund deficit of 1.5-2% is estimated by the end of the fiscal year, which may have to come out of ending balance.</p> <ul style="list-style-type: none">• The District just received its final apportionment for 2023-2024. There was no deficit for 2023-2024.• Business Services is working on the 2025-2026 tentative budget, and will take budget assumptions to DBC next month.
<ul style="list-style-type: none">• Human Resources Council (HRC)	<ul style="list-style-type: none">• Linda Beam reported that HRC met on 2/26/25.• HRC reviewed AP 2710 Conflict of Interest, followed by robust dialogue regarding employment outside the District. Gov. Code Section 1126 states employees cannot work outside of local employment without approval in advance for an exception.• Possible processes for documenting and/or monitoring whether or not employees have secondary employment was discussed.• HRC's Charge and Composition was updated.• Constituent groups are being consulted to verify new appointments to HRC.• Discussed the "Dear Colleague" letter from the Office of Civil Rights (OCR). The District will move forward with DEIA efforts.• The workgroup meets tomorrow to discuss the new EEOAC charge and composition.• Discussed performance evaluation requirements in Title 5 that requires DEIA efforts be included in employee evaluations. HR wants to continue this, and have DEIA language included in job descriptions, being mindful of Title 5 compliance and evolving federal DEI laws and policies.• New Employee Orientations have resumed, and are being very well-received.• The managers and supervisors training in January (primarily involving HR matters) was well-attended.



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	<ul style="list-style-type: none">• HRC is working on a districtwide professional development calendar and getting the word out regarding PD.• The District has attended various job fairs, and is looking at additional upcoming events.• Michele Martens inquired whether there is a DEIA component in employee evaluations yet, and how that will be evaluated by supervisors. It was noted that there is not yet such a component, as evaluation modifications need to be negotiated.• Karen Marrujo inquired if there is a policy or administrative procedure for making employees aware when information about them is being shared outside the District. The Chancellor responded that employee information is strictly protected. However, it is the District's responsibility to follow up on potential fraudulent activity.• Linda Beam noted that HRC may want to review the components of the FRISK documentation model for addressing employee misconduct and performance concerns.• Tammi Marshall would like the information presented at January managers/supervisors training to be shared with the employee groups.• Sharon Sampson noted that the flipside of increased documentation on employee performance should come in the form of rewards for good performance and other positive feedback.• Linda Beam noted that additional trainings for all employees will result in a more integrated and cohesive staff.• The Chancellor stressed that the underlying motivation for the employee training is to improve services provided to students.• Perla Lopez appreciates the dialogue and agrees employee training is necessary, but noted that some employees are now feeling micromanaged and over-scrutinized.• Michele Martens reported that classified employees are feeling they need to be hyper-vigilant entering their time into Workday, and



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	<p>they are confused and feel “under the microscope.”</p> <ul style="list-style-type: none">• Linda Beam noted that she is meeting with CSEA and having sessions to make sure everyone understands what is permissible as to different types of leave.• Rosie Ibarra noted that there is confusion about how to use personal necessity leave. Linda Beam noted that PN/sick leave issues will be reviewed and addressed.
<ul style="list-style-type: none">• Student and Institutional Success Council (SISC)	<ul style="list-style-type: none">• There was no report.
<ul style="list-style-type: none">• Technology Planning & Policy Council (TPPC)	<ul style="list-style-type: none">• Kerry Kilber-Rebman reported that TPPC met on 2/19/25.• The Charge and Composition was reviewed, and will be finalized at the next meeting.• BP/APs are being reviewed and will be brought to DEC in April.• A document is being created comparing the prioritized technology list and the District guiding principles.• Reminders have been provided districtwide regarding the upcoming Colleague refresh. VPs will be providing notice to faculty.• Colleague Self-Service will be off-line on 3/28 at 12:00 p.m., and will be down through 4/2 at 1:00 p.m., which is during the week of spring break.
<p>F. Board Policies and Administrative Procedures (Continued)</p> <p>FIRST READS</p> <ul style="list-style-type: none">• BP/AP 2355 Decorum (Governing Board Meetings)<ul style="list-style-type: none">○ CCLC Update 44○ Revised due to changes in California Government Code	<ul style="list-style-type: none">• BP 2355 Decorum can go to the Board in April, and the revised AP may be published.



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SECOND READ <i>None</i>	

Next Meeting Date:

Monday, April 8, 2025 – 1:00-2:30 PM – Grossmont College – Griffin Gate