



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

District Executive Council

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

MEETING NOTES

Monday, May 19, 2025 – 1:00–2:30 PM
Cuyamaca College – Student Center I-209

Council Members

Name	Title	Attendance
Chancellor 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 checked="" type="checkbox"/>
Colleen Moreno	California School Employees Association (Chapter 707) Rep	<input checked="" type="checkbox"/>
Tammi Marshall	Administrators Association Rep	<input type="checkbox"/>
Craig Leedham	Confidential Administrators Rep	<input 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"/>
Taylor Fiehler for Rana Al-Shaikh	Cuyamaca College Classified Senate President	<input checked="" type="checkbox"/>
Guests:		
Sharon Sampson	Grossmont College Academic Senate President-Elect	<input checked="" type="checkbox"/>
Tate Hurvitz	Grossmont College Dean of Learning & Technology Resources	<input checked="" type="checkbox"/>
Jessica Hurtado Soto	Cuyamaca College Dean of Learning & Technology Resources	<input checked="" type="checkbox"/>
Meeting Recorder:		
Mike Williamson	Executive Assistant	<input checked="" type="checkbox"/>
Jusleen Icho	Executive Assistant	<input checked="" type="checkbox"/>



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Agenda Item	Notes/Documents
A. Tuesday, May 20, 2025, Governing Board Workshop and Regular Meeting Docket	<ul style="list-style-type: none">• The Chancellor requested DEC members to bring their laptops to the next DEC meeting to do the Board assessment.• 5.1 Changes to the Docket of Business – It was noted that the wrong retirement date was submitted on the PAR for Denise Whisenhunt. Date disclosed: June 20th, corrected date is July 20th.• 14.1 Personnel Actions<ul style="list-style-type: none">○ Discussions regarding the ability to have overlap for positions retiring or resigning: Clarification was provided that this opportunity exists and is not limited to early retirement notifications or classified positions. If there is enough advanced notice for a position of high complexity, overlap is encouraged when possible for knowledge transfer.○ The Chancellor clarified that Dr. Luster's contract does not receive health benefits but only a salary.○ The position contracts were not linked to the Personnel Action Report, but are public information and can be provided upon request.• 14.3 Professional/Technical Expert<ul style="list-style-type: none">○ An update was requested on the status of using NANCE workers.○ It was recommended to hire student workers for tutor roles.○ Using the Professional/Technical Expert Wage Schedule is not recommended, as that schedule has specific requirements that must be met.○ HR is working with the Personnel Commission to find alternatives to give more flexibility with short-term hourly hiring, hoping to have



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	<p>something ready for the next Board meeting.</p> <ul style="list-style-type: none">○ Cuyamaca: 33% of Tutors are non-students. All ESL tutors are non-students.○ Grossmont: 15% of Tutors are non-students.○ The Chancellor requested that Linda Beam work with the Director of the Personnel Commission to ensure the colleges are covered for their tutors and instructional assistants through fall 2025.
B. New Health and Safety Committee – Update	<ul style="list-style-type: none">• Sahar reported that the committee discussed minimum insurance requirements for facility use and ensured proper documentation of all insurance requirements with Risk Management.• Injury and incident reports were shared.• Violence in the workplace was discussed, and the topic will be explored further next month.• Steve Crow, Nicole Conklin, and Rich Taylor will follow up on administration duties and materials needed.
C. Taskforce on Reimagining Public Safety – Update <ul style="list-style-type: none">• Next Steps• Proposed New Organizational Structure for Public Safety	<ul style="list-style-type: none">• Sahar presented the new organizational structure, proposing that new positions be added for Safety & Security. The titles for the positions are still pending. The focus of the new positions would be on assisting with events, including weekends, lock and unlock operations, and maintaining a security presence.• The Chancellor clarified that the intent is to build the positions slowly within the existing budget, rather than adding additional positions.• At the next DEC meeting in June, a staffing proposal will be shared, including statistics on the current number of CAPS positions filled, the number of Safety and Security positions the District



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	<p>aims to initiate, and the number of vacant positions.</p> <ul style="list-style-type: none">• The possibility of hiring an outside security company for the graveyard shift remains on the table; however, there may be issues with contracting out due to these positions being unionized.• Clarity was provided regarding the duty of locks and unlocks being the responsibility of Facilities.• Sahar noted that we will be off fire watch in the next few months, freeing up CAPS staff to assist in other areas.
<p>D. AVC Pilot Program</p> <ul style="list-style-type: none">• Implementation of the New Districtwide Facilities Structure – Next Steps• AVC Pilot Model Assessment• Facilities Project Manager Roles and Responsibilities• Gafcon Project Management Expenditures – 3-Year Summary	<ul style="list-style-type: none">• Sahar reported on the AVC Pilot Model, which included a proposal to create a Project Manager position to oversee smaller in-house projects.• \$1.5 million was spent using Gafcon for project management this past year, so the proposal was presented to bring project management in-house to save resources.• One Project Manager position was proposed at this time; however, an additional position may be required in the future.• Recruitment has begun for the Assistant Vice Chancellor of Facilities Planning, Public Safety, and Risk Management position.
<p>E. Introduction of AI Taskforce Proposal</p> <ul style="list-style-type: none">• Document	<ul style="list-style-type: none">• The presenters were: Tate Hurvitz and Jessica Hurtado Soto.• California community colleges have been urged to responsibly integrate AI for students and staff.• A districtwide taskforce has been established to develop AI policies and best practices, in coordination with the Academic Senate.• The membership is divided into an "all-in" group and an "as-needed" group. Modifications to these lists were discussed.



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	<ul style="list-style-type: none">○ ASG will have one or two reps based on availability; The Chancellor suggested they be part of the “as-needed” group due to time constraints.○ Union reps were added “as-needed”.○ A discussion was held on which group the Deans of Student Success and Equity and the Deans of Student Affairs should be assigned to. Both will be included in the “all-in” group initially.• There is a two-year timeline, with key tasks assigned to specific months. Staying on schedule is critical.• The Chancellor’s goal is to ensure the understanding and effective use of AI by staff and students, to streamline processes, and to establish policies, rather than eliminate jobs.• Fraudulent AI use will be part of the taskforce’s focus, including ways to combat fraudulent student enrollments.
F. Governance Council Updates (Standing Item)	<ul style="list-style-type: none">• This section was not discussed due to time constraints; it was moved to the June DEC agenda.
<ul style="list-style-type: none">• IEPI Update	
<ul style="list-style-type: none">• Districtwide Budget Council (DBC)	
<ul style="list-style-type: none">• Human Resources Council (HRC)<ul style="list-style-type: none">○ HRC Charge and Composition○ EEEEOAC Charge and Composition	
<ul style="list-style-type: none">• Student and Institutional Success Council (SISC)	
<ul style="list-style-type: none">• Technology Planning & Policy Council (TPPC)	



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<p>G. Board Policies and Administrative Procedures</p> <p>FIRST READS</p> <ul style="list-style-type: none">• AP 2110 <i>Vacancies on the Board</i><ul style="list-style-type: none">○ CCLC Update 45○ Updated to align with Ed Code Section 5092○ There is no BP 2110• BP 2315 <i>Closed Session Meetings</i><ul style="list-style-type: none">○ CCLC Update 44○ Clarifies litigation provisions○ Minor changes○ There is no AP 2315• AP 2325 <i>Teleconferenced Meetings</i><ul style="list-style-type: none">○ CCLC Update 44○ Removes social distancing requirements○ There is no BP 2325• The Policies and Procedures below have been recommended for retirement following a 6-year review by SISC:<ul style="list-style-type: none">BP 4103 Cooperative Work ExperienceBP 4227 Repeatable CoursesBP 4229 Course Repetition – Variable UnitsBP/AP 4233 Grade ForgivenessBP/AP 4234 Dropping CoursesBP 5045 Student Records - Challenging Content and Access Log• BP/AP 7270 Student Workers<ul style="list-style-type: none">○ 6-year review○ Reviewed by HRC on 4/23/25○ No changes recommended to BP○ Moderate revisions made to AP <p>SECOND READ</p> <ul style="list-style-type: none">• BP/AP 3500 Campus Safety	<ul style="list-style-type: none">• All BPs/APs were recommended to be brought forth to the June 24, 2025, Board meeting.

Next Meeting Date:

Monday, June 23, 2025 – 1:00-2:30 PM – Grossmont College – Griffin Gate