Grossmont-Cuyamaca Community College District

District Executive Council
Charge: https://www.gcccd.edu/committees/dec/index.php

AGENDA
Monday, June 23, 2025 – 1:00 PM – 2:30 PM
Grossmont College – Building 60, Griffin Gate

Council Members

Name	Title	Attendance
Lynn Neault	**Chair:** Chancellor	☒
Sahar Abushaban	Vice Chancellor Business Services	☒
Craig Leedham for Linda Beam	Interim Vice Chancellor Human Resources	☒
Bárbara Gallego	Associate Vice Chancellor Educational Support Services	☒
Kerry Kilber Rebman	Associate Vice Chancellor Technology	☒
Denise Whisenhunt	Grossmont College President	☒
Jessica Robinson	Cuyamaca College President	☐
Vi Huynh	Grossmont College ASGC President	☒
Marseel Bahnan	Cuyamaca College ASGCC President	☐
Jim Mahler	American Federation of Teachers (AFT) Guild, Local 1931 Rep	☒
Colleen Moreno	California School Employees Association (Chapter 707) Rep	☒
Bryce Storm	Administrators Association Rep	☒
Craig Leedham	Confidential Administrators Rep	☒
Rosie Ibarra	Confidential Employees Rep	☒
Sharon Sampson	Grossmont College Academic Senate President	☒
Karen Marrujo	Cuyamaca College Academic Senate President	☒
Andrew Hellier	Grossmont College Classified Senate President	☒
Taylor Fiehler	Cuyamaca College Classified Senate President	☒
Guest(s):		
Michele Martens	Grossmont College Classified Senate Past-President	☒
Leif Christiansen	Interim Research Supervisor	☒
Rana Al Shaikh	Cuyamaca College Classified Senate Past-President	☒
Meeting Recorder:		
Mike Williamson	Executive Assistant	☒
Jusleen Icho	Executive Assistant	☒

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A. Tuesday, June 24, 2025, Governing Board Workshop and Regular Meeting Docket	1.3 Board Workshop: 2025-2026 Tentative Budget Workshop • Sahar reported on the importance of reviewing the state budget and its implications for the upcoming fiscal year. • The workshop will include detailed discussions on enrollment projections, which are crucial for determining growth revenue for the 2026-27 academic year. 7.1 Development of Consent Calendar • The Chancellor provided an overview of the consent calendar for new DEC members, explaining that it includes routine items, such as bid awards, policies and procedures, which are typically voted on as a group unless individually pulled for discussion. 9.1 Resolution 25-010 In Support of Upholding Academic Freedom and Constructive Engagement • The Chancellor introduced Item 9.1, a resolution reaffirming the Board's commitment to upholding academic freedom and constructive engagement in response to current challenges. • Jim Mahler requested that the resolution be publicized after the fall semester begins to ensure greater visibility, and the Chancellor confirmed that this would be done. 9.2 Board Policies Update • BP 2315 – Closed Session Meetings ○ The Chancellor noted an update to Board Policy 2315, allowing cybersecurity threats to be included in closed session meetings.

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	11.1 – 11.4 CCAP Course Lists & Agreements
	• Bárbara and the Chancellor spoke to these items and highlighted the following:
	• **CCAP Course Lists:** New course lists were submitted for high school programs under multi-year CCAP agreements; these are not updates but entirely new lists for 2026-2027.
	• **Agreement Types:** There are both multi-year and single-year CCAP agreements still in place; the goal is to eventually align all agreements.
	• **Faculty Models:** Three CCAP faculty compensation models are currently in use:
	   a. All instructors (including high school teachers) are employed and paid by the college.
	   b. Instructors are paid by the high school but receive a stipend from the college, making them dual employees.
	   c. Teachers are paid solely by the high school, and the college reimburses the high school district.
	• **Equity and Access Concerns:** Limited CCAP class offerings in Grossmont Union High School District have created access and equity issues for students seeking early college credit, which can affect college admissions opportunities.
	• **Next Steps:** The Chancellor will be engaging with the new superintendent of GUHSD to advocate for expanded access and compliance with the MOU.
	
	12.3 – MOU Water Conservation Garden
	• The Chancellor explained that this item formalizes updates to the Joint Powers Agreement governing the Water Conservation Garden at Cuyamaca College. The garden is overseen by five

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	water agencies and the District. Due to ongoing financial challenges, operating costs exceeding annual contributions, some agencies, including the City of San Diego, have withdrawn or are considering withdrawal. The revised agreement reflects these changes, including updates to the payment structure and removal of the City of San Diego from the JPA.
	
	12.4 – Vehicle Donation Agreement Water Conservation Garden
	• The Chancellor explained that several years ago, the Water Garden transferred vehicles to the District in an attempt to secure insurance coverage; however, the vehicles could not be used as Garden staff were not District employees. This item authorizes returning those vehicles to the Garden so they can get insurance and use them for Garden needs.
	
	13.1 District Five-Year Construction Plan 2027-2031
	• Sahar noted that the plan includes all active and proposed capital projects for both Grossmont and Cuyamaca colleges.
	• Two Initial Project Proposals (IPPs) were included:
	   o Grossmont College: Fire and domestic water improvement project (Category A – life and safety).
	   o Cuyamaca College: Chilled water and infrastructure improvement project.
	• These projects are in response to infrastructure issues, including water pressure and duration concerns.
	• If approved by the state, the next step is submission of Final Project Proposals

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	(FPPs), which could secure up to 75% state funding. 13.4 – 13.5 Withdrawal of State Funding • Sahar reported that the District is withdrawing from the state-funded gymnasium replacement at Grossmont College and the Instructional F Building remodel at Cuyamaca College. • The decision was based on college recommendations, citing significant cost escalation and the need to prioritize other critical safety and infrastructure needs. 14.1 Personnel Actions • Craig Leedham reported on the various position updates listed on the Personnel Actions Report.
B. 2024-2025 Governing Board Evaluation Survey for DEC (Leif)	Leif Christiansen, Interim Research Supervisor was present to facilitate the administration of the Governing Board external assessment survey. • The Governing Board survey, conducted as part of the board's annual self-evaluation process, incorporates feedback from DEC, the broader community, and board members themselves. It includes nine areas of focus with structured and open-ended questions.
C. GCCCD Governance Survey for DEC (Leif)	Leif Christiansen, Interim Research Supervisor was present to facilitate the administration of the District Executive Council (DEC) self-assessment survey. • The DEC Council survey includes questions covering seven areas such as council demographics, participation, performance, engagement, and opportunities for improvement in districtwide governance.

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D. Health and Safety Committee – Update	Sahar reported that the Health and Safety Committee met on May 22nd and reviewed draft versions of the Heat Illness Prevention Plan and Workplace Violence Prevention Plan. - Both documents are still in development; final drafts will be shared with DEC once available. - The Chancellor emphasized that both plans are legally required, and the District is behind schedule in implementing them.
E. Taskforce on Reimagining Public Safety – Update	Sahar reported that the committee reviewed results from the 2021 public safety survey and discussed a proposed new job description for a security-focused position. - Current CAPS staff primarily handle parking services. The proposed shift aims to address unmet safety needs, such as security presence, door locking/unlocking, event support, and student escorts. - The District currently has two CAPS vacancies, which will be used to hire new security personnel. Over time, additional CAPS roles may transition to security-focused positions as vacancies arise. - The Chancellor noted this comes at a pivotal time, as the District is transitioning off fire watch, creating an opportunity to reallocate CAPS resources toward safety priorities. - Position Title Discussion: - Sharon raised concerns about the title "Security Specialist," noting it was not supported and suggesting further review of terminology used by other colleges. "Campus Safety Officer" was suggested as an alternative, reflecting terminology used at other institutions (e.g., Palomar, San Diego).

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	○ Sahar agreed to email the taskforce with a list of proposed job titles for feedback before finalizing the position description.
F. Camera Protocol – Update • [Operating Protocol]: Acceptable Use of Security and Safety Cameras for the Protection of Students, Faculty, Staff, Visitors, and District Assets – June 2025	The Chancellor shared that the District is ready to move forward with campus camera installations, with the goal of completing the work during summer while student presence is lower due to the need for some trenching. • Sahar noted that the initial bid came in higher than expected, so the District will rebid the project. • The Chancellor emphasized that the camera operating protocols are flexible and can be revisited if issues arise. • Protocols clarify that video footage may only be reviewed under specific conditions, with authorization from the Vice Chancellor and the Sheriff. • The finalized protocol document will be posted on the Public Safety and Risk Management websites.
G. Governance Council Updates (Standing Item)	
• IEPI Update	Kerry shared that the IEPI team is preparing for the third annual Governance Summit, which will include a return visit from Dr. Debbie Thomas to review progress on the governance handbook and efforts to distinguish between policy and operational matters. • Bárbara noted that the handbook will be finalized, and discussions will focus on how to evaluate its effectiveness moving forward. • The Chancellor requested that the group work on updating the council self-assessment surveys, refining language and aligning questions with council goals. • The Chancellor emphasized that this annual summit also serves as training for new council members and a refresher for current members.

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	• A draft agenda for the summit will be shared with members once available.
• Districtwide Budget Council (DBC)	Sahar noted that the DBC will review their items during their meeting, following this DEC meeting.
• Human Resources Advisory Council (HRAC)	Craig Leedham reported no updates; HRAC's late May meeting was cancelled, with the next meeting planned for the end of August.
• Student and Institutional Success Council (SISC)	Bárbara shared that the last SISC meeting focused on finalizing BPs/APs, which will be brought to the next DEC meeting. • The Chancellor emphasized the urgency of updating key policies and procedures ahead of next fall's accreditation visit, noting that several are significantly outdated.

• Technology Planning & Policy Council (TPPC)	• Kerry noted that TPPC finalized four to five BPs/APs.
	• Kerry highlighted Director Steven Domingo's recent participation in a two-week, military-style cybersecurity training (Cyber Dawn), where he gained valuable insight into campus IT security.
	• Kerrry discussed requirements related to GLBA and Microsoft security standards, including mandatory multifactor authentication.
	    o Employees may request physical authentication tokens through the Help Desk if phone-based authentication is not feasible.
	    o Sharon raised concerns about MFA functionality in dead zones (e.g., near Building 31); The Chancellor asked that these be emailed to Kerry so they can be addressed.
	• Kerry reported that the Technology Operations Group (TOG) reviewed the IT project prioritization rubric—no changes recommended; will use the existing

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	rubric for the year and reassess next year. • The Chancellor acknowledged a significant backlog of overdue technology projects and shared plans to explore temporary staffing or consultants to help address it. • The Chancellor announced a milestone: CCCApply application data is now updated hourly instead of every one - two days. • The Chancellor noted that Degree Audit system will be the next major technology focus in the fall.

Next Meeting Date:
Monday, July 14, 2025 – 1:00 PM - 2:30 PM – Cuyamaca College – Student Center I-209