



GROSSMONT-CUYAMACA
COMMUNITY COLLEGE DISTRICT

Human Resources Council

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

AGENDA

March 26th @ 1:30 – 3 p.m.

Zoom - <https://gcccd-edu.zoom.us/j/88337082312>

Council Members

Name	Title	Attendance
Linda Beam	Chair – Vice Chancellor Human Resources	<input checked="" type="checkbox"/>
Ariana Griffen	Administrators Association Rep. (GC)	<input type="checkbox"/>
Bernadette Black	Confidential Staff Rep. (GC)	<input checked="" type="checkbox"/>
Cindy Hall	Classified Senate Rep. (GC)	<input type="checkbox"/>
Colleen Moreno	California School Employees Association Rep.	<input checked="" type="checkbox"/>
Craig Leedham	Confidential Administrators Rep. (DS)	<input checked="" type="checkbox"/>
Karen Marrujo	Academic Senate President (CC)	<input checked="" type="checkbox"/>
Katie Borts	Director Human Resources	<input checked="" type="checkbox"/>
Katie Cabral	Classified Senate Rep. (CC)	<input checked="" type="checkbox"/>
Nathaniel Harris	ASG Student Representative (GC)	<input checked="" type="checkbox"/>
Perla (Pearl) Lopez	Academic Senate President (GC)	<input type="checkbox"/>
Tammi Marshall	Administrators Association Rep. (CC)	<input checked="" type="checkbox"/>
Victoria Marron	Confidential Administrators Rep. (CC)	<input checked="" type="checkbox"/>
Vacant	American Federation of Teachers Guild Rep.	<input type="checkbox"/>
Vacant	ASG Student Representative (CC)	<input type="checkbox"/>
Vacant	Classified Senate Rep. (DS)	<input type="checkbox"/>
Vacant	Faculty-at-Large (GC)	<input type="checkbox"/>
Vacant	Faculty-at-Large (CC)	<input type="checkbox"/>
Guests:		
Jane Kennington	Personnel Commission	<input type="checkbox"/>
Jessica Moore	Professional Development Specialist	<input checked="" type="checkbox"/>
Michael Salvador	EEO/Title IX Director	<input checked="" type="checkbox"/>
Moriah Gonzalez-Meeks		<input checked="" type="checkbox"/>
Sharon Sampson		<input checked="" type="checkbox"/>
Meeting Recorder:		
Kimberly Gioscia	Executive Assistant	<input type="checkbox"/>



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Agenda Item	Documents
A. Welcome New Council Members – 1) Ariana Griffen, Administrator’s Association Outreach Coordinator (GC) 2) Nathaniel Harris, ASG Student Rep. (GC)	1) Linda welcomed our newest council members.
B. EEO/Title IX 1) Draft EEEEOAC Charge 2) Dear Colleague Letter FAQ Letter – Dated 2/28/25 3) Title 5 DEIAA Performance Evaluation Requirements – Original & Suggested	1) The membership reviewed the EEEEOAC Charge. Suggested recommendations were: a) footnote notation of Cal. Code Regs. Title 5; b) add “including anti-racism” to (a); c) reduce the Administrators’ Association and Confidential Administrators from 2 members each to 1 member each; d) add the Deans of Student Success & Equity; e) insert a line of spacing between the members and ExOfficio/Resource Personnel to better identify them as resource and not a member. This membership closely replicates the HRC Charge. Linda asked the members to give an oral vote to approve the EEEEOAC Charge with the noted edits. Hearing all ayes and no nays the EEEEOAC Charge was approved and will be forwarded for inclusion in the new Governance Handbook. The next step will be sending a call out to all the constituency groups seeking members to create the EEEEOAC. Meeting frequency, day, time, etc., will be determined by the committee, once formed. Michael will begin identifying trainings provided through the VRC, for the EEEEOAC members. The plan is to have the EEEEOAC membership in place and meetings set by the beginning of Fall 2025. Linda expressed her appreciation to everyone for their time and effort in creating the EEEEOAC Charge and Composition.



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	<p>2) In follow-up to the Dear Colleague Letter of February 14, 2025, the Department of Education's Office for Civil Rights issued Frequently Asked Questions. Nationwide concerns remain regarding the DEI issues. The District will continue to uphold our commitment to DEI. A new interpretation of "demographic indicators" will be determined. When presenting public information, data will include race, as well as, age, veteran, and disability. At this time, reports to MIS (state) and IPED (federal) remain unchanged. Michael mention that numerous OCR offices have been closed including San Francisco. The District's Workforce Demographics will be presented at the April 8, 2025 Governing Board meeting.</p> <p>3) Conversations resumed regarding the inclusion of the Title 5 DEIAA requirements being added to job descriptions. Moriah believes the intent of the first three bullets are applicable to all employees. The additional four proposed Knowledge, Skills and Abilities (KSAs) are only suggestions. Tammi stated that the proposed 3rd bullet point sounds like we are only recruiting from these marginalized and diverse backgrounds and needs to be rephrased to include all backgrounds. Moriah shared that this phrasing was taken from the District and College's Strategic Goals. Victoria believes the subheading "additional potential KSAs to consider" should remain. Many believe that bullets 1 and 2 are specific to faculty; 3 to administrators; and 4 to administrative function. Linda is concerned that the language needs to</p>



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	<p>be consistent so not to disenfranchise anyone. The implementation of the Title 5 requirement being added to the evaluation process may not be a one-size fits all solution. Linda thanked everyone for being part of the consultative process and will now take the recommendations to the constituency groups and the Personnel Commission for discussion. She will keep the council updated on the matter.</p>
<p>C. Policies/Update Charge</p> <ol style="list-style-type: none">1) AP 2710 Conflict of Interest Draft<ul style="list-style-type: none">• Disclosure Example2) AP/BP 7270 Student Workers Draft – and modified Student Salary Schedule	<ol style="list-style-type: none">1) Linda said that she will connect with colleagues to inquire about how they manage the conflict of interest with their employees. She learned that one multi-college District processes the conflicts through the Human Resources Department while another takes them to the Board of Trustees. Linda doesn't believe it's necessary to go to the Board of Trustees. Customizing Victoria's example of the 'Disclosure of Outside Employment' might be something to consider. Possibly add the government code language as a footnote. She wants to take a closer look into finding what is best for our District regarding the nature and type of secondary employment. Tammi will forward the Administrators Association feedback to Linda. Either disclosed or undisclosed it cannot interfere with District employment. A concern was voiced regarding the sharing of private information. Linda stated that only public information has been shared, nothing private. Sharon asked if an employee would be notified and have due process before the information is shared? Linda stated that the District



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	<p>does not necessarily need to inform the employee as this is public record. There are no BP/APs regarding this topic. Karen commented that this may create distrust throughout the District. Linda stated we had not initiated the recent investigations, rather we were contacted by other districts. Transparency needs to be from everyone, the District and the employees. Craig said this could be a work condition to be dealt with at the bargaining table by the collective bargaining units not by this Council.</p> <p>2) Linda shared that the Student Worker Hourly Wage Schedule has been updated and will be on the Governing Board Agenda for approval in April. Updates include increasing the hourly rate that had been compressed by minimum wage increases in the past. Standardization of student worker levels, work to be performed and background/experience. Reduction of required enrolled units from 12 to 6, per semester. Students don't need to be our District students but can be students at SDSU and other regionals colleges, provided they submit enrollment documentation. Qualified student hourlies do not pay Social Security or Medicare which would increase their net pay by approximately 7%. Starting Summer 2026, to continue their eligibility as student hourlies, the student is required to be enroll in at least 3 units during the Summer session. This is an IRS requirement for continuous enrollment. The hourly limitation of working no more than 8 hours per day and a cumulative weekly total of 25 hours remains in place. This</p>



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	<p>information has been shared with executive groups. The District hopes that these updates will be good for our students and help with retention. Excitement was expressed by many of these updates. With the Governing Board's approval the next steps will be the Workday implementation, new forms, training managers, etc. Linda noted that with these wage increases comes a fiscal impact on department budgets. She reminded everyone to take this into account when hiring. The College Presidents and Vice Presidents are aware of this implementation. A question was asked if these increases are on par with other colleges, Linda believes the hourly rates are bit higher than neighboring districts. Going forward there may be a challenge in hiring NANCE employees, as the Merit Rules only recognize substitutes and provisional employees (temporaries) who have been tested, ranked and placed on an eligibility list. These individuals would have a limited term of no more than 126 days with a specific start and end date in an academic year. In the Merit System there is no provision for hiring NANCE employees, i.e. tutors, like we have done in the past that are not students. Human Resources and the Personnel Commission are working together seeking alternatives. This will be Part 2 of cleaning up our hiring and employment processes. The question was asked as to why the Personnel Commission has oversight. The Merit rules consider them a classified employees. Moriah believes that tutors and TAs are directly related to</p>



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	educational service and should not Fall under the Merit Rules. Tammi noted that this could also apply to lab technicians. NANCE hires cannot displace classified employees. Linda will provide updates to the council. Of the 136 NANCE tutors hired this semester at Grossmont College, Human Resources was able to identify that most were students. A request was made for Human Resources to attend and inform both college's academic senates on this topic. Linda stated she is not yet prepared to speak on this as we are investigating all options.
D. Human Resources Operations 1) Recruitment update 2) Professional Development update	1) Recruitments continue to fill open positions. 2) Working with new hires and compliance training and Prof Dev. 6/12.
E. Group Updates	
F. Meeting Notes, etc. 1) February 26, 2025	

Next Meeting Date: April 23rd @ 1:30 – 3:00 p.m.