# MEETING MINUTES

Date: June 12, 2020

Time: 1-3 p.m.

Loc: Zoom

## NOTES BY TOPIC

| **ITEM** | **TOPIC** | **DISCUSSION** | **OUTCOME** | **NEXT STEPS** | **\*RESP** |
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| 1 | Introduction/Agenda Approval of Minutes | * Simon: Welcome everybody and Happy Loving Day!
* Please stay engaged, will make space for everyone to speak their truth
 | Isaac moves to approve, Anthony seconds; minutes approved unanimously |  |  |
| 2 | Student’s Report | * Abhi: LGBTQ Heritage Month events going on; please help with spreading the word
* Priya: Rad Tech and Vet Tech voiced their concerns about returning to campus to meet their graduation requirements
* Tiffany: Read open letter from students to Foothill Academic Senate (hope to receive an official statement from Academic Senate regarding their commitment to addressing student concerns around racial inequities at Foothill and around the world
* Preston: Thank you to the students for writing this letter; approve and support this letter
* Abhi: Highlight implicit and unconscious bias; the last bullet point of the letter; destroying hate in general
* Ram: Thank you for your letter; thank you for calling out STEM; want to reassure you that we are already having these conversations in the STEM division, we will take action
* Isaac: Thank you students, very well written, very clear what is being asked; we will spend a large portion of our Monday meeting addressing this letter and figuring out next steps; our agenda is mainly focusing on the role that faculty play on this campus, heard loud and clear, we will be addressing this
* Amy: Thank you students, as a STEM faculty this is at the forefront of our minds, those of us full time faculty are engaged in conversations around how we can help; give us feedback on the new certificate we have around Biology and Inclusion Leadership; what you think distinct action items are that we can take
* Abhi: we don’t want an additional solution to fixing racism, etc. we want to understand systemic racism, etc.
* Preston: changes have to be institutional so that they can be there long after we are gone; sustainable, lasting
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| 3 | President’s Report | * Seconds the student report
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| 4 | IP&B Update | * Kristy: Acknowledging and thanking everyone that was involved the program review for the first year; writers, readers, classified staff, and IR Coach (Program Review 2019-2020 Appointment of Roles Form)
* IR Coach: thinking about the data; creating actions to improve, or continue those that are successful
* Working to address issues that came out as we roll out the process for next year
* Program Review provides foundation for change; allows campus to learn and understand what the performance data says; to take responsibility for the program’s performance data; address strengths and weaknesses in performance and create action plans for improving; to hold each other accountable; to share responsibility across programs and divisions; to customize the review to align to strategic initiatives; to view change and improvement as the right thing to do rather than to take action out of fear
* We are working on next year; these are the Academic Programs we will be looking at next year, as well as several student services programs; get ready to volunteer and be part of next year’s process
* Isaac: highlight the great work that the group did over the year; excited for it to continue into the next year
* Kristy: Sticking to the data that we have been requesting; IP&B is an awesome task force, we want you to come join us, let me know if you want to be a part of it
* Thuy: Thank you to all the members of IP&B for setting the pace for transformative work at the college
* Ram: Quick shout out to Kelaiah for the IP&B process
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| 5 | Who do we serve? How do we serve these constituencies? How do we focus our attention and resources in the future? | * Isaac: Chancellor has asked to look at envisioning the future of this college; where do we want to put our resources; this is an exercise to help us guide this discussion/conversation
* What do we want the campus to look like in 3, 5 years, etc.
* Every recommendation that is made on a budget perspective we ask two questions, 1. How does this decision affect students of color? 2. How does this decision affect faculty, staff, and administrators of color?
* Amy: overarching question: A&R, Transcripts, etc. and consolidating services/programs
* Anthony: find ways to improve the colleges for students’ experience; eliminating barriers, etc.
* Isaac: There is overlap as we look at moving forward; not losing jobs, but combining efforts and reducing costs
* Isaac: a lot of overlapping pieces
* Thuy: Its going to be a challenge, there is a window of opportunity that could be that perfect storm that if we do it right, it could be transformative; if you were to create a brand new college, what would it look like?
* We have the opportunity to design a college for people of color
* Amy: Thuy appreciate your enthusiasm
* We have fabulous leaders that have dealt with how to seamlessly do this; we need to rely on our leaders
* Simon: we have an opportunity to reimagine our college completely
* Ram: appreciate the challenge; Thuy thank you for the question; why do we need to reinvent the wheel
* Isaac: we are talking about big picture items; what additional pieces do we want to take on
* Christine: we have to engage the students because they are the ones facing the barriers
* Kevin: If we take Thuy’s words to heart, we need to align the curriculum; that means updating Banner
* Amy: let’s get faculty paid for that massive amount of work
* Kristy: enrolled at Evergreen to take a class, and class was cancelled, with the click of a button I was able to take it at another college
* Thuy: I was not able to enroll
* Janie: Colleges coming together to support their community; Foothill has done the work, lets continue it
* Betsy: encourage us to think about the student as a whole person, what does it take to be successful; that will align us to really collaborate
* Thuy: I love conversations of this nature, especially during this time; it shouldn’t limit us
* Example; Tim Wise, education was not made for people of color; how does our system/structure rakes out people of color; how we sort people, becomes a tracking component; if we take a step back we will see a redesign potential
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| 6 | Lessons learned from the COVID-19 pivoting.  | * Isaac: good to spend some time reflecting on this year; what came up is the quick pivot from COVID-19; what lessons did we learn, etc.
* Lesson: Cross campus collaboration had to happen better than in the past
* We have realized how crucial it is to listen to different folks around campus
* Preston: we are looking at the best of Foothill, that came about in time of a crisis
* Priya: Canvas made it easier because it was streamlined across the board and it became a one stop shop for students
* Kristy: rather than thinking about modality, we think more about what is the best way the student learns; thinking creatively about how we help students
* Thuy: concept of student tech ambassadors
* Amy: idea of student services needing to be at the forefront of our conversations discussing coming back to campus; the student’s I have lost this quarter at the ones that I was able to reach out to in person; we are losing the most at-risk students
* Kristy: can we call it a continuity plan
* Isaac: hopefully we will have a return to campus plan soon
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| 7 | Update on this year’s Strategic Objectives (E2SP2030) | * Simon: Delay Ed master plan discussion to 2020-2021; reviewing progress on equity and enrollment
* Thuy: What would be your advice for next year’s Strategic Objectives
* Kristy: Headcount, Sections, FTES, and PROD; also put in last year’s data to see different between last year and this year; the total number of students we served is not much different
* Class sections offered; reduced second spring due to budgeting
* FTES; takes part time and full time students and adds all those up; we had a significant reduction of about 1000
* Productivity: efficiency quotient; fill rate in terms of where we are; we did not make the productivity number our highest priority in that balance, it did go down this year
* We have been efficient in using our 1320 budget
* Thuy: based on what we are seeing loss in FTES, only excludes apprenticeship programs
* Simon: Ben Stefonik stepping down, looking for a new RSL coordinator; big shoes to fill; Service Leadership is happening at Foothill
* Thuy: Due to budgetary challenges we are facing, we were able to get private funding for that position
* Isaac: enrollment strategies; area that could better be communicated across the campuses
* Kristy: follow up Isaac’s point; if we were to come together with DeAnza with course offerings, come with similar CORs;
* Amy: this highlights the fact that we need District leadership on this; Opening Day should be District wide; we need to have the mandate from above
* Anthony: I don’t understand why it’s so difficult
* Amy: there does need to be compromise; example Bio majors are a completely different sequence
* Betsy: collaboration; if we can commit, this is really a strategy; a lot of different layers of collaboration
* Kristy: Would like to see program review remain a priority for another year
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| 8 | Meeting Review. Meeting Norms…how did we do? | * Thank you everyone for being present and engaged
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\*Include the person(s) and or group responsible for next steps.

## MEMBERS PRESENT

### Voting

Tri-Chairs:

Administrator: Anthony Cervantes

Classified Staff: Mike Mohebbi, Itzel Sanchez Zarraga, Danmin Deng

Faculty: Name (FT), Name (PT): Isaac Escoto, Cheyanne Cortez, Preston Ni

Students: Tiffany Nguyen, Leonardo Blas

### Non-Voting

Ex-Officio: Chris Allen, Bret Watson, Paul Starer, Doreen Finkelstein, Leticia Maldonado, Melissa Cervantes, Vanessa Smith, Kathryn Maurer, Lene Whitley Putz, Elias Regalado

Recorder:

Facilitator: Simon Pennington