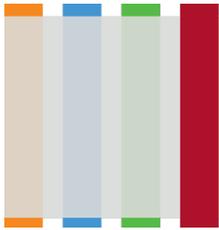**FOOTHILL COLLEGE**
GOVERNANCE | COUNCIL

MEETING MINUTES

Date: March 5, 2021
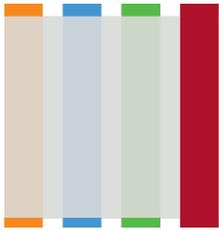Time: 1:30pm-3:30pm
Loc: Zoom

NOTES BY TOPIC

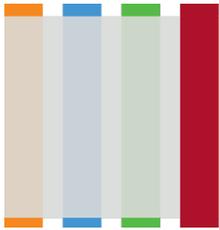| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Introduction (including Land Acknowledgement)	• Janie: Welcome everyone. Reminded everyone of our meeting norms and did the land acknowledgement.	•		
2	AC Meeting Minutes: 2/5/2021	• Chose to review at next meeting.	• Motion by Kathryn to approve the minutes at the next meeting. • Amy second. • Approved unanimously.		
3	Students' Report	• Abhi: Finishing out the year. Organize meeting dates to advertise in hopes of getting more student participation. • Club Day has been set. • Townhall will be happening in the Spring as well. • Be mindful of students having finals, they are stressed.			

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		• Jasslie: Women's History Month is going on and there are a lot of great events. • Priya: Shared next student townhall date. • Abhi: Student Leadership Conference happening today. • Two big projects: Free menstruation project launch. • ASFC budget will now have a line item for scholarships to students that participate in shared governance. • Lene: Students now have a calendar with weekly reminders.			
4	President's Report	• Thuy: Happy Friday! Have a wonderful weekend. • State Gov Newson has put forth the early budget allowance based on a one-time uptick due to miscalculation of the amount of revenue, some funds could be supportive of the Equity work, Equity Plan 2.0, basic needs. • R&R is looking on how to invest in Equity. • Looking to hire a Coordinator for Basic Needs. • News around potential savings around how the District has calculated the SERP; more to come on that.			

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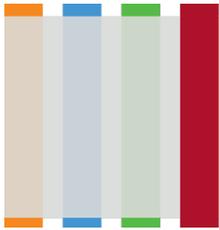| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
		• R&R just voted to utilize unspent B budget carryforward dollars unknown amount right now; will be looking at various areas for investment for Equity Plan 2.0. • Possibly faculty full-time hires, short term 3-5 years or funds for cushioning the SERP gap for faculty positions; should we ever identify any positions, it will still go through the faculty prioritization process. • Kathryn: clarification the faculty prioritization process is just once a year, are you talking about the 5 we have already identified. • Thuy: no, every year is a restart, so this is for next round, and this is for Equity focused hires. The current prioritization is done. • Kathy: I do not recall that the same thing just happened in the R&R meeting • We could potentially spend it on a position that is only slated to last two to three years so it would not be an ongoing faculty position just that it could be some grant funded position.			

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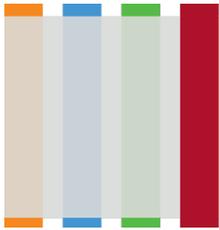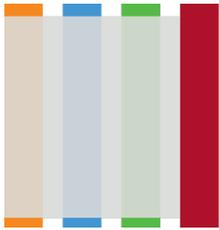| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
		• We could spend it on some grant funded position whether that be classified, faculty or admin that we needed to have help and come up with a process for how people would make requests, how those requests would be reviewed. then decide who gets those positions and that equity money would be an end to that position. If after three years one of those positions goes through the faculty prioritization process to become an ongoing position, then that that could happen but that they would still have to put the request through the faculty prioritization process in the future to turn that position into an ongoing position. • Thuy: That is correct Kathy.			

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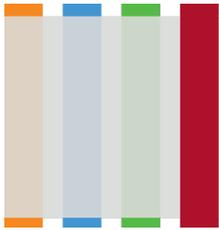| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
5	College Core Values: honesty, integrity, trust, openness, transparency, forgiveness, sustainability	• Thuy: The Advisory Council is focused on the education master plan. We have an incredible set of core values. Many people are drawn to the forgiveness. Our values are seen by people who apply to Foothill, and outsiders. One noticeable thing when I came on board were the values that may not have been very spoken in the list of values. One in which we try to work toward is equity, which is just a part of our legal and our value, yet we should consider if it is important enough to be a core value. Another value I noticed is innovation, which is not in the list of values. Values related to service leadership is a potential area for addition as we look at all the values. • *Went into breakout rooms to discuss what values we want to keep, add, remove.*	•		
6	Program Discontinuance Study Group	• The instructional program discontinuance process needs to be simultaneous with all the student's support services program. We do not have the Student Services Program discontinuance process and not sure how to	• Amy: Moves to approve the study group • Josh: Seconds • Motion approved unanimously.		

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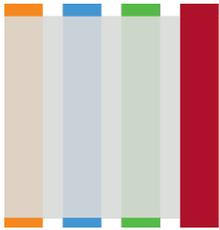| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
		go about creating that work, but we are ready to dig into the instructional side. • Kathryn: I would love to get Advisory Council to motion to approve this charter to move forward and then also help spread the word to find people who would like to participate in this conversation and make sure we have all the right voices in the room. • The question about the non-instructional areas and program discontinuance would be a discussion with Student Services. • Kathryn: I ask all our advisory council members to help and think about appointments.			
7	Institutional Set Standards, Vision for Success, and Student Equity & Achievement metrics.	• Elaine Kuo presented on Institutional Metrics Student Achievement Data: Institutional Set Standards (*presentation is available*). • Metrics as component of local goal setting and accreditation. • *Define metrics*: emphasis today on institutional set standards. • The process of local goal setting is a part of regular review for the college and a way to monitor our progress.			

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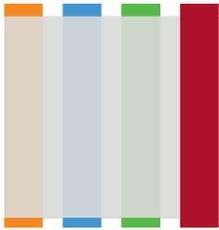| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
		• Information is up on our Advisory page. • These are metrics identified by the Commission. • Not sure how the next iteration of goal setting in the direction from the state is going to look like, but something will be renewed. • Both the targets and the aspirational goals is part of our midterm report, which comes halfway during our seven-year accreditation cycle, and our report is due in October of 2021. • Part of this process is to also report back to the commissioner in terms of where we are in this annual process that we do for them. • The state sort of metrics may end in their current iteration, perhaps 2022, which is a great time to check in and see where we are at in thinking of the process of regular review for all our metrics. All these metrics have been approved by the board. • Initial targets and goals were set by the college, the			

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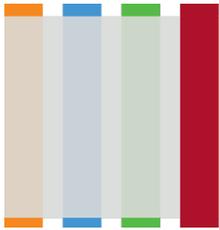| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
		metrics were set by ACC as the actual data points.			
		• There are six metrics, reported annually.			
		• The measure themselves have been identified but the data shifts year to year.			
		• Our target and aspirational goal have stayed the same.			
		• We can have a conversation with our creditors to discuss what we mean by certificates and why we would want to change the way we choose to calculate.			
		• With the addition of the cohorts in the dental hygiene program, we have awarded more bachelor's degrees.			
		• The transfer one is calculated as the number transferred to a four-year institution based on the reported numbers from the UC, CSU and out-of-state system.			
		• Kathryn: Thank you Elaine for the succinct presentation. Does anyone know where we're at in our district right now with so the board LRF HD board of trustees created their equity strategic objectives for this year and as one of those was			

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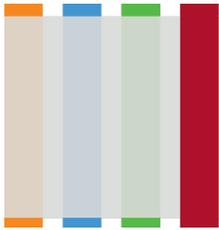| ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
		identifying metrics for measuring success as kind of like a task that we need to do that and I don't I've not been able to find out kind of where we are in that process and then how sort of those metrics would then integrate with what the set Elaine just created and how we kind of align that and I just I don't know where those discussions are happening • Elaine: We have only had two meetings; one was just an overview of exactly the effort you just discussed Peter, sort of updated the IRP folks about the board's agenda this year and the desire of the board to create some sort of dashboard that they could revisit on a regular basis. The second meeting we had was when we sent him all the metrics that are already available in inaccessible so that would include the hyper link that I shared in my presentation in addition to everything that our state has put together in terms of the student success that metrics dashboard as well as the launch board that is hosted by cow pass plus that			

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		includes pipeline information, labor market information. dual enrollment information, etc. We also showed him the college scorecard produced by the feds and he then would go to investigate further so we are now as he is asking for some suggestions from IRP about out of all of this are there some that we would recommend would be worth identifying now. There was already a lot that is already being produced and widely publicly available, but I cannot say whether Peter wants to create something new. • We are asking Peter to start with what is already accessible out of all those sources I just referenced. If there is anything that is especially of interest to the board, we are encouraging them to start there and then if we need to customize, we can have that conversation, but it did not seem to me that the board was necessarily aware of that all those sources are publicly accessible.			

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		• What is the student's definition of success? • We need to make sure that we are also including the manpower to be able to collect the data. One of the focuses in program review has been to keep the data simpler at this point. Please have them use as many of the metrics that we already capture so we do not have to reproduce. • The guided pathways steering committee could help facilitate some of that conversation of what is core success. • Brian: I was not comfortable with the heavy focus on success rates as being the measure of how we are doing. A much easier way is to just kind of start passing people more frequently and you get higher success rates, so I was very uncomfortable with that the pressure it seemed to me on focusing on success rates especially overtime. • As we continue to get better at the process, and we implement program review is we need to increase some of the elements and fields that			

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		we put into program review and as we reboot and get a new group. • There is sort of flexibility and elastic city in the process to identify more and to disaggregate and to define the ways that we feel are appropriate to our institution and some of the state sort of asks do go into additional layers of consideration but again nothing precludes us from continuing to do so moving forward. • ACC JC just wants targets and goals to be set then for the Mitchell report, they want to know have we made progress overtime and the data shows whether I mean that, then to discuss how we are communicating this information. We want to talk about why the data is trending one way or the other, and about the need to look at these metrics. We want to identify for ourselves where these conversations should be held again that is up to us. • The questions that we should be asking are what kind of data we want to collect so that we can make sure that			

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		our guided pathways program is working and that we are developing professional development and putting money into online learning if that is where it is going. This idea of cross council study is important.			
8	Public Comments/Announcements	• I would like to do a shout out to Abhi and our ASFC for representing today.			

*Include the person(s) and or group responsible for next steps.

MEMBERS PRESENT

<u>Voting</u>
Tri-Chairs: Anthony Cervantes, Josh Pelletier, Kathryn Maurer
Administrator: April C. Henderson
Classified Staff: DanminDeng, Itzel Sanchez Zarraga
Faculty: Katy Ripp (FT), Amy Edwards (FT)
Students: Abhiraj Muhar, Priya Vasu

<u>Non-Voting</u>
Ex-Officio: Thuy Nguyen, Debbie Lee, Ram Subramaniam, Teresa Ong, Bret Watson
Recorder: Veronica Casas
Facilitator: Janie Garcia

Julie Ceballos, Kathleen Armstrong, Falk Cammin, Brian Evans, Angela Su, Al Guzman, Tom Gough, Milissa Carey, Bruce McLeod, Brenda Hanning, Eric Kuehnl, Bruce Tambling,

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