



FOOTHILL COLLEGE
Planning and Resource Council (PaRC)
Wednesday, December 6, 2017
MEETING MINUTES

PURPOSE: Participatory Governance Leaders Meeting
LOCATION: Administration Building / Room 1901 / President's Conference Room
TIME: 1:30 PM – 3:30 PM

ITEM	TIME	TOPICS	FACILITATOR (S)	ACTION
1.	1:30 - 1:35	Public Comments and General Announcements	PaRC Tri-Chairs, and all participants	
2.	1:35 - 1:40	President's Report (Board, Chancellor's Cabinet, President's Cabinet)	Nguyen	
3.	1:40 - 1:41	Approve November 15, 2017 PaRC minutes	PaRC Tri-Chairs, and all participants	Approval
4.	1:41 - 2:00	Budget Reduction and District Town Hall Lottery Fund	Nguyen, Watson	
5.	2:00 - 2:10	Guided Pathways	LaManque	
6.	2:10 - 2:25	Leadership Council	LaManque	
7.	2:25 - 2:50	Integrated Plan	LaManque	
8.	2:50 - 2:55	New Program <ul style="list-style-type: none">Child and Adolescent Development (<i>second read</i>) https://foothill.edu/president/parc/2017docs/Program_Sign_Off_Child_Adolescent_Development.pdf	Hueg	
9.	2:55 - 3:00	New Program <ul style="list-style-type: none">Elementary Teacher Education (<i>second read</i>) https://foothill.edu/president/parc/2017docs/Program_Sign_Off_Elem_Teacher_Ed.pdf	Hueg	

Voting Members Present: Micaela Agyare, Isaac Escoto, Debbie Lee, Thuy Nguyen, Erin Ortiz, Denise Perez, Suzanne Yamada, Lan Truong, Ram Subramaniam, Adrienne Hypolite, Bret Watson, Ray Kaupp, Cleve Freeman, Danya Adib

Non-Voting Members Present: Anthony Cervantes, Peter Chow (note taker), April Henderson, Andrew LaManque, Paul Starer, Kevin Harral, Amy Edwards, Eoin O'Farrell, Marcel Vermeer, Vanessa Smith, Nazy Galoyan, Sean Bogle, Eric Reed, Lisa Delapo, Gay Krause, Nicole Kerbey, Lisa Ly, Bernie Day,

(1) Public Comments and General Announcements

April Henderson announced the Annual Christmas Party organized by EOPS. Every year, the College, Foundation and staff donate money for this event. There are paper ornaments on the Christmas tree, with the wishes from EOPS students and families. Faculty and staff are welcome to write wishes on the ornaments. Nicolae Muntean donates his time to dress up as Santa for the students and families every year.

Student representative asked if it is possible to request for a VTA bus that goes from Foothill College to De Anza College. Thuy Nguyen answered there are about 6% of the students who go to both Foothill and De Anza, so the usage of such bus route is relatively small. Nguyen is however, working on adding a bus stop at the Sunnyvale Center.

Classified Senate will have the last meeting of the year on December 11, 2017, 2:30pm to 3:30pm at Altos Room.

Nguyen announced there will be a holiday party on December 8, 2017 at 11:30am.

Vanessa Smith announced the new design of the governance website is live.

Nguyen introduced the new Dean of Student Affairs, Sean Bogle, to PaRC members.

(2) President's Report (Board, Chancellor's Cabinet, President's Cabinet)

Nguyen reported the Board and Chancellor think there is a potential for the general obligation bond. The polling has been done, the data will be available on the January board meeting agenda. The bond will be used to improve the facilities, so the college does not have to use the general fund.

For the January PaRC meetings, Nguyen will do updates on the strategic objectives.

(3) Approve November 15, 2017 PaRC minutes

Approved.

(4) Budget Reduction and District Town Hall

- **Lottery Fund**

PaRC member asked how are other colleges in the Bay Area doing in terms of enrollment. Nguyen answered that Evergreen College has 5% increases in enrollment. Nguyen also pointed out 60% of colleges in the state is facing decrease in enrollment. Nguyen added that Foothill College has an increase in enrollment for about 6% since the beginning of the academic year. Nguyen also pointed out the college will focus on improving the productivity.

Bret Watson presented on the Lottery Fund.

https://foothill.edu/president/parc/2017docs/LotteryFundingProposal_PaRC_12_04_2017.pptx

PaRC member asked about carryover fund for the Division; PaRC member would like to know if they will get the Lottery Fund next year. Watson answered the Division will get the fund as an on-going fund, but not together with the carryover fund.

PaRC member asked if the Lottery Fund for Language Arts Division includes the Library Department. PaRC member expressed that a lot of times the spending of the Lottery Fund is restricted, so the Language Arts Division is being conservative when the fund is spent. Watson answered the fund for Language Arts Division is including the Library Department.

Watson commented that he did a query on instructional materials that charged to the general fund, and the account code is 4025. Watson said if funds are spent from account 4025, they should be evaluated and see if they be charged to different accounts.

PaRC member would like Watson clarify the portion of the Lottery Fund that is allocated to instructional side and general fund. Watson explained that a small portion of the fund goes to instructional side and a big portion goes to the general fund.

(5) Guided Pathways

Andrew LaManque presented the Guided Pathways.

<https://foothill.edu/president/parc/2017docs/GuidePathwaysUpdateFall2017v2.pdf>

Nguyen commented that the Guided Pathways is a required by the state in order get the fund. It is also part of the College Promise Program.

(6) Leadership Council

LaManque presented on the Leadership Council.

<https://foothill.edu/president/parc/2017docs/IntegratedPlanUpdateFall2017.pdf>

(7) Integrated Plan

LaManque presented on Integrated Plan.

(Revised) <https://foothill.edu/president/parc/2017docs/FoothillCollegeBSI-SE-SSSP-Integrated-Plan 2017-2019v14.pdf>

Plan approved.

Nguyen thanked LaManque and Elaine Kuo for drafting the plan with the timeline.

(8) New Program

- **Child and Adolescent Development (second read)**

https://foothill.edu/president/parc/2017docs/Program_Sign_Off_Child_Adolescent_Development.pdf

Nicole Kerbey explained this is a program is transferrable and it is for people who are not planning to enter early childhood education field. It is a program for people who are interested in working with children.

(Revised) PaRC member asked within the course description, if it would state that this program is an associate degree. Kerbey answered it is stated in the course description. Kerbey also explained this program can be a transfer degree. Kerbey is working with Teresa Ong on a website for the students to learn more about this program.

Program Approved

(9) New Program

- **Elementary Teacher Education (*second read*)**

https://foothill.edu/president/parc/2017docs/Program_Sign_Off_Elem_Teacher_Ed.pdf

(Revised) Kerbey explained this program is for students who would like to work with K-5 grades students. Kerbey stated this program does not offer at most of the community colleges in the Bay Area. Foothill Child Development Department had a meeting with San Jose State University in the summer of 2017; SJSU suggested community colleges in the Bay Area should start this program as a 2+2 program. 2+2 program means 2 years of community college education plus 2 years of upper division university education. Students will earn a bachelor degree and teaching credential after they graduate.

(Revised) PaRC member commented on one of the required classes for the program. Math 42 class is one of the required classes for this program and it has never been offered at Foothill College. PaRC member stated that this class has never been offered at Foothill College and it is usually offered at State universities.

PaRC member would like to know if Math 42 will be offered at Foothill or SJSU. Kerbey answered Foothill will try to offer this class at Foothill once every two years, and try to create cohort system.

PaRC member questioned what if Math 42 class does not have enough enrollment and get cancelled. LaManque answered Math 42 class is not the only class that faces low enrollment. LaManque said ADT and TMC program also have classes that were not offered at Foothill before. LaManque also said there is a high demand for elementary teacher now, so there will be a strong demand in the program and hopefully the new classes will be filled.

Ray Kaupp stated the Workforce will pay for the newly created classes that are required by the career programs. The Workforce funding will help with the classes that are first started so they will pick up enrollment.

Program Approved