

MEETING MINUTES

Date: April 16, 2019

Time: 1-3 p.m.

Loc: FH Altos Room 2019, Zoom Meeting ID: 128 486 908

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/128486908>

Prepared by: Pauline Brown (Recorder)

NOTES BY TOPIC

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Roll Call & Approval Minutes	Review the Meeting Minutes from March 15, 2019 New Member Mary Sunseri	Committee approved of March's meeting minutes	Change March's meeting status from Draft to Approved Include Mary Sunseri in Outlook Invitation	Kuo Brown
2	Adult Education Program (AEP) Bookstore Study Group Update	This categorical funding supports the regional consortium, of which Foothill is a member, and seeks to fund efforts related to adult education and transition to college. Group met back in February and discussed the foundational work—background of bookstore, financial information for the last 5 years (revenue, expenses, balance, etc.), changes that have recently occurred, additional competition, Open Educational Resource (resources being a challenge for the bookstore), consultant to evaluate the bookstore (on hold for now), survey for students	Committee members reviewed the AEP handout prior to meeting regarding block grant, increase familiarity with its efforts to establish and improve an adult ed/community college pipeline. Meeting allowed for questions but not for discussion. Group will meet on May 14 th to follow up on February's meeting but also to discuss further the following: financial statements, staffing through the district and the two positions that were a part of the SRP process system, work with research to develop survey, attend Dean's meeting do discuss with Deans and Faculties regarding the early adoption of x books?, marketing/promotional	Bookstore Study Group will meet on May 14 th . The group doesn't think they'll make the June time frame of making recommendation. They suggest to push the recommendation back to Fall Quarter, October. However, they will report back to R&R with an update/wrap up in June's meeting.	Watson

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	Joint Study Group (JSG) Update Memo	<p>and faculty on their usage of the bookstore, lottery funds for eBooks (inclusive access), Foothill College funds, and reduce staffing cost (reach out to district).</p> <p>JSG is consider to be a separate Governance Group that would report back to the R&R and C&C committees. Per memo:</p> <ul style="list-style-type: none"> • C&C was tasked with contacting ASFC to identify 2 Students • Eric R. & Jordan F. reached out to Isaac to get Academic Senate to appoint 3 Faculty (1 PT) • 1 Classified Professional • C&C rep Martha R., R&R rep Bruce M. • Division Admin. Assist. Becky D. • Facilitator - • Administrator – Betsy N. 	<p>ways to promote bookstore, website issues that needs to addressed (work with 3rd party vendor), look outside of district and see what other bookstores are doing, and bring food/coffee service in the bookstore (keeping in mind the two other contracts BJ's café and Pacific Dining on campus)</p> <p>R&R responsibility/involvement is to identify the people, the study group will make recommendations and present them to R&R, anything related to the process will be handled by the Office of the President</p>	<p>Reach out to Classified Senate to appoint classified professional (member suggested Akemi or Paula).</p> <p>R&R committee check with C&C regarding JSG reporting to committees separately or jointly.</p> <p>Follow up with JSG Staff if people can join meeting and follow up with C&C if they were able to identify F-1 student.</p>	<p>Perez</p> <p>Kuo</p> <p>Kuo</p>
3	AB302: Parking-Homeless Students	<p>AB302 is a bill that was introduced by Assembly member Berman (District 24). It's been revised and the current bill is online.</p> <p>AB302 bill would require a community college campus that has parking facilities on campus to grant overnight access to any homeless student (in</p>	<p>Foothill College will be hosting a Summit of Student Homelessness in Appreciation Hall, June 14, 2019 that will bring awareness to the issues that our students have with homelessness and identify quick fixes and long-term solutions. There was a survey on how Foothill College (FHC)</p>	<p>June14, 2019 there will be an informational session of the AB302 bill.</p> <p>If AB302 is passed, there will be financial cost to the college and the college would have to come up with</p>	<p>Watson</p>

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		<p>good standing with the college) for the purpose of sleeping in the student's vehicle overnight.</p> <ul style="list-style-type: none"> • Parking Facility will need to be monitored as a part of the Bill • Restroom/Portables available for students overnight • Rules & Hour of Operations • "good standing with college" does this include Credit and Noncredit students? Pets? Families? 	<p>students are impacted by homelessness: 19% of our students are impacted and its' consistent with the state Comminutes College system. The bill is endorsed by ASCCC and SSSCC and there is a likelihood the bill would get passed.</p> <p>If the bill passes, it would impact Foothill and other community college in our system. There are costs associated with additional services. Because this bill will be mandated, there will be funds available that the State would provide but college would have to absorb what the state cannot cover. District did an analysis of the cost, \$700k – 800k a year (this includes each site FH, DA, SV; security 24 HRs, custodial cost, etc.)</p>	<p>how to fund that. The R&R committee will revisit after verdict.</p>	
4	<p>Computer Science (CS) Programming Certificates</p> <p>Program Creation Process (temporary) Advanced Software Certificate Program C++ Certificate Program Java Certificate Program Python Certificate Program Labor Market Information Report: Programming language</p>	<p>The CS program is proposing four (4) transcript able certificates, which were approved at the program's last meeting. R&R will review the new program approval and check if additional resources will be needed.</p>	<p>CS program shared "the certificates do not impose any new cost regarding eh college, just continuing the need for computer science labs both for classroom use and use by students outside of class time"</p>	<p>Committee approved to push CS Programming Certificates to curriculum</p>	Kuo
5	<p>College Planning Documents Review</p>	<p>Tri-chairs agreed to reviewing the College Planning Documents (Facilities, Sustainability, and Technology plans).</p> <p>Committee was able to receive a quick synopsis of 2 out of the 3 plans.</p>	<p>Suitability Plan – committee would like to look into the American Association of Sustainability (AASHE) membership.</p> <p>Facilities Master Plan – the most current document listed on the</p>	<p>AASHE membership</p> <p>Search for most recent Facilities Master Plan</p> <p>Committee will revisit topic in May to have a fuller conversation about</p>	<p>Kuo</p> <p>Perez</p> <p>Kuo</p>

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			attached document review is 2016, however, members believe there is a most recent revised one dated 17-18.	which of the 3 plans to prioritize and establish an evaluation process. Also, add Technology plan to document review.	
6	Foothill College Promise Program	The state-supported program pays for first-time full-time new students tuition and fees; eligibility in first academic year of enrollment	Increase awareness about program objections and goals; discuss program changes; understand the different between Foothill College Promise and CA College Promise Grant, please referred to attachment.		
7	Annual Update Budget Resources Request Process	Process/logistics after the annual update budget request forms are submitted at the end of winter/beginning of spring	R&R identified and contacted potential sub group members based on their position and repsobsiilties. Bret and Elias will sit on the committee as point persons.	Check in with Hueg to confirm Dean representation in sub group. Schedule a meeting with the subgroup who will then make recommendations, the recommendations will come back to R&R, then sent as a memo to the Office of the President Request IP&B to forward all request submissions to Danmin for Watson and Regalado.	Kuo Watson Kuo
8	Vision for Success Overview	Vision for Success is a five-year strategic plan identified by the State Chancellor's Office (CO); colleges need to set local goals for the metrics identified by the State so there is alignment between the State and colleges; these goals must be approved by the Board of Trustees and submitted to the CO on May 31	Committee is aware that the college is trying to align with the state through the Vfs. As committee move forward to looking at the college Educational Master Plan there will be alignment between what's in the plan and Vfs, currently it is not aligned.	R&R needs to think about the activities and imitative that suppose to help move the goals.	Committee

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			Advisory Council will be making recommendation to the Office of the President.		
9	Equity Plan Goals	Equity Plan includes five (5) goals; college needs to set goals for the overall student population and for the disproportionately impacted groups—identity specific activities to close the equity gap; plan must be approved by the Board of Trustees (BOT) and submitted to the CO on June 30	<p>Please review the attached PPT slide that was presented by Melissa C. from the Office of Equity.</p> <p>R&R committee is welcome to feedback to the Office of Equity on the Equity Plan 2.0. Process and Timeline on slide 17.</p>		

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

MEMBERS PRESENT

Voting

Tri-Chairs: ~~Kurt Hueg (Admin)~~, Denise Perez (Classified), Eric Reed (Faculty)

Administrator: ~~Lori Silverman~~

Classified Staff: Josh Pelletier, Julie Ceballos

Faculty: ~~Sara Cooper (FT), Bruce McLeod (FT)~~, Cheyanne Cortez (PT), ~~Kathy Perino (FT)~~, Mary Senseri (PT)

Students: ~~Nathan Lutz, Kalina Kuneva, Serona Phanitdasack~~

Non-Voting

Ex-Officio: Jordan England, Elias Regalado, Bret Watson, ~~Kristy Lisle, Asha Jossis~~, Lene Whitley-Putz

Recorder: Pauline Brown

Facilitator: Elaine Kuo

Guests: Melissa Cervantes, ~~Daniel Nghiem~~

Foothill College Mission Statement

Believing a well-educated population is essential to sustaining and enhancing a democratic society, Foothill College offers programs and services that empower students to achieve their goals as members of the workforce, as future students, and as global citizens. We work to obtain equity in achievement of student outcomes for all California student populations, and are guided by our core values of honesty, integrity, trust, openness, transparency, forgiveness, and sustainability. Foothill College offers associate degrees and certificates in multiple disciplines, and a baccalaureate degree in dental hygiene.



 Foothill College

GOVERNANCE

REVENUE & RESOURCES

2018-2019 Strategic Objectives (E2SG)
Equity, Enrollment, Service Leadership, and Governance