### **MEETING MINUTES**

Date: Dec. 6, 2019

Time: 11:00 a.m.-1:00 p.m.

Loc: FH President Conference Room 1901, Zoom Meeting ID: 128 486 908

Join from PC, Mac, Linux, iOS or Android: <a href="https://ccconfer.zoom.us/j/128486908">https://ccconfer.zoom.us/j/128486908</a>

Prepared by: Asha Jossis (Recorder)

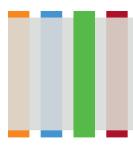
#### **NOTES BY TOPIC**

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Approval of 8 <sup>th</sup> & 22 <sup>nd</sup> Meeting Minutes	Approval of November 8 <sup>th</sup> Meeting Minutes	November 22 <sup>nd</sup> not approved	Review for Approval January 17, 2020 Meeting	
2	Film, Television, and Electronic  Media Certificate of Achievement	Should R&R be looking at Certificates? Add an agenda item as to R&R role regarding approval of certificate.  R&R should look at it only if additional resources are needed for the program.  R&R should not be looking at the resources that should be the Deans. It should go through some other process.  It could be announced for information.  If the program is asking for money, is it our task to find the money. It could through a resource request which we have a different process.  This should be just an information item and we have no role in approval.	R&R approved of the certificate	Pauline will inform Kay Thornton it was approved.	Brown



# **GOVERNANCE** | REVENUE & RESOURCES

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		faculty have complained that there is not closing			
		of the loop. It's slowing down the process. No			
		one is getting back to faculty to letting them			
		know the final outcome.			
		C&C trying to form study group for the governance and this would be a good item for them to look at. Especially with having to go through every governance group.  It's a disadvantage that the programs approval need to come through all these groups after they have been approve by curriculum committee.			
3	C&C Governance Study Group	Informing another committee to evaluate the governance's structure.  Visit from IE Guide group, they recommended use money to hire some outside people to help the college with evaluation. The money granted to the college should be use to look at the governances redesigned.	Kathy Perino volunteered to be the contact person for R&R.	Kathy Perino will reach out to Jordan Fong for more detail information regarding the responsibility of this new committee.	Tri- Chairs
		The C&C Council recommends the formation of a study group focusing on the evaluation of Foothill's governance. The Study Group will be comprised of at least 1 and no more than two members of each governance council and members of Institutional Research.			



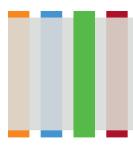
# **GOVERNANCE** | REVENUE & RESOURCES

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		The study group would convene in the Winter and Spring quarters and focus on the following activities:  • Review of the data from the 2018-19 midyear governance summit • Create an evaluation rubric based on a set of recommended criteria from C&C • Work with Institutional Research to design research approaches/methods • Work with IR to collect data • Evaluate the data • Recommend solutions  The C&C Council asks each of the other governance councils (E&E, R&R, and Advisory) to identify members to serve on this Study Group. Please, share this with your council members and have those interested contact any of the C&C Tri-chairs for more information.			
4	2020 Annual Legislative Conference: January 26 – 27 (Sunday & Monday)	Community College League set their legislative goals for the next year. It's the kickoff of the lobby season.  They run good workshops on Sunday and Monday is where you meet your local representative and talk about what we want to	Sara Cooper, Josh Pelletier, Julie Ceballos and/or Bret Watson and Elias Regalado.	Pauline will inform Veronica Casas Hernandez so she can register the R&R members. Bret/Elias will inform Veronica which will attend.	



# **GOVERNANCE** | REVENUE & RESOURCES

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	Sacramento Sheraton Grand	see in the coming budget year.  Faculty Associate of Community college and			
		they basically follow the same format as the			
		Annual Legislative Conference. Also a lot of			
		students from FHDA attend. This year we have			
		15 students FACC.			
		Student trustee attend for the Annual Legislative			
		Conference. Some training need to be for the			
		students when talking with our local representative.			
5	Facilities Master Plan (FMP) Update & Bond Project List  Facilities Master Plan Draft 11/22  Bond Project List Draft 11/22  Memo Re:	Bret incorporate the revision.  The bond list for FH, De Anza and District will be reviewed. We come up with a list of projects, sell the bonds based on the list. And will build based on the list and the repeats for the next projects. The only line kept at a \$0 balance was allied health. It was also put on the Facilities Mastered Plan. The first issuance of the money will be January 2021.	Parcel Tax and Bond went to Board of Trustee and was approved.  Paperwork has been filed or in the process to be filed for the March 2020 Ballot.	If the Bond is passed. The board will approve of the project list for the issuance of the bond based on priority.	Watson
	Foothill College FMP Update & Parcel Tax Election	, and the second			
	Committee Agenda for 2019-	Prioritize the Topics for the R&R Agenda.	Lena Whitney-Putz, Mike	Facilitator Joe Moreau and	Tri-
6	20	Evaluate the Technology Plan on its	Murphy, Paul Spzonar and Allison Meezan currently	verify if Lena Whitney-Putz, Mike	Chairs
		effectiveness, and allocate resources. Evaluate	serve on the district ETAC	Murphy, Paul Spzonar and	
		the Sustainability Plan on its effectiveness, and	meeting. Plan is due June	Allison Meezan serves on	



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		allocate resources. Make recommendations by	30, 2020. Need to be	ETAC and then invite them	
		June 2020 for incorporation in Education	discuss on the January 17,	to our next R&R Meeting for	
		Strategic Master Plan 2030	2020 agenda.	Discussion of FH	
				Technology Plan.	
		Division of Student Success and Retention best	If the decision was approved		
		serves students and faculty if not finalized does	to hire Division of Student	Facilitator MEMO to	
		R&R want to be in the discussion. There is	Success and Retention Dean	president regarding R&R	
		physical aspect and the position for the Dean	without R&R review, we	feedback for approval of the	
		that R&R needs to review. The Director of BH	need to draft a memo to	new position Division of	
		was eliminated and hire Dean at the same cost.	President asking if R&R need	Student Success and	
			to review.	Retention best serves	
		What should be the college policy/practice on		students and faculty.	
		College Promise for first-year and second-year	College Promise, we need to		
		students	discuss what the results from		
			previous years were. Need to	March 2020 Meeting will be	
		Develop a timeline for the new Program Review	revise the plan so we will not	a discussion on program	
		process for budget requests to be reviewed and	send back money. We can	review for those who went	
		approved annually (in addition to the 5-year	use the funds for other	through the process	
		Program Review request).	services but we need to use it		
			by June 30, 2020. Need to be		
		Evaluate the Governor's Budget Proposal &	on the January 17, 2020	-Budget Presentation in	
		recommend a college advocacy position.	agenda.	February 2020. Also, Perino	
				will give the FACC update	
			Funding and how it relates to	and we will also get the	
			Program Review. Prioritize for	Annual Legislative update.	
			March 2020 R&R meeting.		
			SFSC - Facilities space is not		
			available. – put on April 2020		
			Agenda.		



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			Annual Budget Meeting in		
			January and will get the update.		
			Bret gives update on the		
			Budget to R&R in February		
			2020.		
	Annual Budget	Deans and administration working with finance	After deans review the request	Annual Budget Resource	
	Resource Request	groups to answer questions. What is operational	and then the study group will	Request will be on March	
		versus what R&R needs to get involved? Deans	review and moved to R&R for	2020 Agenda.	
		will serve as the first filter and if Deans are	approval.		
7		having trouble then Finance will get involved to			
		help prioritize. Staff position request need a	18/19 Annual Budget		
		process.	Recourses Request must be		
			resubmitted if denied.		
		18/19 Annual Budget Recourses Request Denied			
	Bookstore Study	President Campus Bookstore Consulting -	If contract with them maintain	The study group will	
	Group Update	Conference Call Talked about the recent	the current model, improving	continue with the moving	
		performance over the last few years, staffing and	current model. Hybrid model, or	forward with the bookstore	
		physical locations.	complete leasing of the	anaylis.	
			bookstore to third party. Pros		
			and cons of all suggestion.		
			Analysis will include visiting the		
			bookstore on three different		
8			occasion. They want to come		
			our busiest week. Which is the		
			first week of Spring. If we can		
			get a contract in place by winter		
			and they come to R&R for		
			presentation. They are		
			independent company they		
			have no ties to any parties. They		
			have worked with colleges and		



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			university in 43 states. The cost will be \$20,000. We are going to send them financial information and the software system we use.		
9	Technology Plan		Student Homelessness on January 17, 2020 agenda. 19-29 Funding Opportunity Homeless & Housing Insecure Pilot Program is on President Cabinet's radar.	Bret and Elias will inform President cabinet's that R&R would like input in 19-29 Funding Opportunity Homeless & Housing Insecure Pilot Program if President Cabinet decides to pursue. Facilitator will email the students letting them know Student homelessness will be on the agenda.	
10	Student Homelessness Summit and AB 302: Parking- Homeless Students Bill  Short & Long Term List  ASFC Student Town Hall 11/19/20/19  19-29 Funding Opportunity Homeless & Housing	Approval of November 8 <sup>th</sup> Minutes.	November 22 <sup>nd</sup> not approved	Review for Approval January 17, 2020 Meeting	



## GOVERNANCE | REVENUE & RESOURCES

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
	Insecure Pilot				
	<u>Program</u>				

<sup>\*</sup>Include the person(s) and or group responsible for next steps.

#### MEMBERS PRESENT

#### Voting

Tri-Chairs: Kurt Hueg (Admin), Denise Perez (classified), Sara Cooper (Faculty)

Administrator: Neelam Agarwal

Classified Staff: Josh Pelletier, Julie Ceballos

Faculty: Sara Cooper (FT)

Students: Sandalina Star, Shivam Asija, Billie Webb

#### **Non-Voting**

Ex-Officio: Jordan England Ex-Officio: Bret Watson Ex-Officio" Elias Regalado Recorder: Asha Jossis Facilitator: Pauline Brown

#### Guests

Thuy Nguyen, Lara Triona

#### **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.

#### 2019-2020 Strategic Objectives (E2SP)

Equity, Enrollment, Service Leadership, and Program Review