



**FOOTHILL COLLEGE**  
**Participatory Governance Meeting # 3**  
**Wednesday, June 22, 2016**  
**MEETING MINUTES**

**PURPOSE:** Participatory Governance Discussion  
**LOCATION:** Administration Building / Room 1901 / President's Conference Room  
**TIME:** 1:30 PM – 3:00 PM

ITEM	TOPICS	LEADERS
1	Overview & Outcomes	Messina / Holcroft / Smith
2	Student Equity Workgroup - Discussion	Messina / Holcroft / Smith
3	Role of PaRC	Messina / Holcroft / Smith
4	Moving Forward	Messina / Holcroft / Smith

**PRESENT:** Karen Smith, Kimberlee Messina, Justin Schultz, Charlie McKellar, Isaac Escoto, Dawn Girardelli, Andrew LaManque  
Paul Starer, Nanette Solvason, Al Guzman, Carolyn Holcroft, Denise Swett, Elaine Kuo, Kurt Hueg

**(1) OVERVIEW & OUTCOMES**

It was noted that the group is continuing to work on taking stock of our current committees and governance structures. During the last meeting, some of the other committees were discussed in more detail. A reminder was given that this is our last meeting before the introduction of the New President.

What outcome would you like to see from today's meeting?

- (A) Have a game plan moving forward ...
- (B) Have an outline of what works and/or what does not work ...

**(2) STUDENT EQUITY WORKGROUP - DISCUSSION**

The 'Mission Statement' for the Student Equity Workgroup (SEW) should come from the Student Equity Planning document ... and should serve as the documented role of the committee. Additional topics/suggestions included:

- (A) What are the deliverables? (Student Equity Plan, goals + objectives for PaRC; help operationalize the goals of the Student Equity Plan)
- (B) Is the committee permanent? How frequent are the meetings?
- (C) Be sure to note that the committee reports to the Planning & Resource Council (PaRC).
- (D) Is the committee supposed to have a student member?
- (E) Document the committee's role in the prioritization of the funding requests; authorization and granting of funding allocations.

(F) What is the workgroup's decision-making authority: (i.e. reassign time for counseling for UMOJA)

Discussion around the Student Equity Workgroup led to general discussion applicable to all the Core Mission Workgroups:

- (A) All of the Core Mission Workgroups should be expected to provide two (2) annual reports (1 = objectives, 1 = reflection)
- (B) Should there be PaRC discussion time for deliverables? Or just present as an information item and post to the website?
- (C) Should there be an opportunity at PaRC to discuss goals and possible overlap across the BSI, EQUITY, SSSP plans?
- (D) At the start of the academic year (for the first meeting), all workgroups should review their charge, who they report to, the expected deliverables, regular meeting times, the committee's role on PaRC (if any)

It was noted that there is concern that only a few people are familiar enough with the various plans to contribute to a discussion in PaRC.

### **(3) ROLE OF PaRC**

What is the role of the Planning & Resource Council (PaRC) – Does it currently serve its purpose? What do we want it to do?

- It was proposed that PaRC be slightly adjusted to remove sharing of 'information-only' items and summarize such updates on the website or in a PaRC newsletter – this would alleviate taking time out of the meeting to 'discuss' items that are not truly up for discussion.
- What do we want from the 'planning' aspect of PaRC and what do we want from the 'governance' aspect of PaRC? Do they intersect?
- It was emphasized that not everything needs to go to PaRC; things can be discussed at the workgroup/committee level ... many times PaRC is just rubber-stamping report outs.
- PaRC is not currently set up in a way that allows members to learn about areas they are unfamiliar with.
- PaRC needs to give the workgroups more directions; the workgroups need to be more mindful of what insight/oversight they need from PaRC
- Should Program Review Committee (PRC) be a Core Mission Workgroup? Should it have its tri-chair membership represented (and voting)?
- Big Picture Discussion – Who votes on PaRC and why do they receive a vote?

### **(4) MOVING FORWARD**

It was noted that it might be helpful to have a participatory governance (or PaRC) retreat with planning and teambuilding. The goal would be to get the planning group leaders together, but there would need to be structure with clearly defined outcomes. One particular concern is student involvement – it was suggested that ASFC leadership be invited to such a retreat.