# MEETING MINUTES

Date: June, 21, 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 | May meeting was not available | Will share with group wen completed |  | Facilitator Corp |
| 2 | Land Acknowledgement Statement | Include land acknowledgement statement at the beginning of every R&R meeting. The land acknowledgement statement to read as: “We begin this meeting by acknowledging the Ohlone people, who were the original inhabitants and caretakers of the land we are on” | Committee open to proposal and make sure the acknowledgement will occur at all future meetings would. | October meetings, to site statement | Facilitator Corp |
| 3 | Consent Calendar  New Program Proposals:  **Cloud Computing Certificate** feedback form, certificate curriculum, labor market information report  **Bridge to College-Level English (NC)** certificate feedback form, corticated curriculum  **Environmental Science ADT** feedback form, narrative, curriculum | Documentation for each new proposal is shared on the R&R governance website. | R&R questionnaire was added to the proposal steps for quick reference. Committee had no reservation to recommending the programs to be approved | R&R inform programs of approval | Elaine |
| 4 | Study Group Updates:  Bookstore  Annual Budget Resources Request  Instructional Hub | Bookstore:  General funds are being used to pay for Bookstore deficit for the last couple of year. Group anticipating an increase in the funds used to subsidized the bookstore. The study group will recommend what that amount would look like. Study group did no want a consultant to be a part of the process. The 2 bookstore vacant position, due to SURP, helped in the budget reduction.  Annual Budget Resource Request:  Group has met six times for 3 hours on Thursdays. $11 million dollar in total request, 376 individual items on report, and 2/3 through all the request. There were request that needed to be followed up on or Dean’s needed to review due to their expertise.  Homelessness Summit:  Campus was invited to hear about AB302 and its impact on Foothill College. | Bookstore:  Group will be meeting back in the Fall to continue the discussion around bookstore’s deficit, update in website, and working in communication between Faculty/Dean and bookstore on course materials and books needed for their class.  Annual Budget Resource Request:  Study group is hoping to finish in July and report to R&R in Fall. There were challenges around certain request that the committee felt need more information and that the Dean expertise would have been helpful in that area.  Homelessness Summit:  Bill has not been approved by district | Bookstore  Study group to continue to meet and report recommendation and information to R&R groups  Annual Budget Resource Request:  Study group will make recommendation to R&R, R&R will decide on those recommendation fi they will go to Thuy for approval. | Bret  Bret |
| 5 | College Budget Overview | The college has been receiving a lot of one-time funds that’s been helpful. The hold harmless was extended for another year which is helpful, but long term there will be consequences.  The college has become very strategic in their approach to the budget reduction: the college have carry over from vacant position (one time), general funds expenses being rerouted to categorical funds to spend those down, and potential bond . | After receiving information regarding college budget, the R&R committee would like to continue the conversation around the R&R role in the college budge. Whether or not R&R is directly engaged in that area or just an informational group.  R&R would recommend that the college consider the carry over spending prioritization. | R&R continue the discussion in Fall regarding our role in the college budget overview | Facilitation Corps |
| 6 | College Promise Program Update | In May, R&R agreed to the understanding that priority goes directly towards student support (books and fees) and recommended this to the operations group.  Operational team will consider whether the value of the voucher and inform the R&R committee | No limit to the values of the voucher for qualified promise students. EOPs students will receive and additional $750 voucher to use towards other required course materials and/or laptop.  The operations group will be collaborating with the sister college around students who are enrolled at both colleges and together make up 12 units to be considered full time.  AB 02 – language around exclusion to students who acquired certificate or attended institution of high education which could apply to dual enrollment students | Implement the agreed recommendation to his year’s academic year.  July 11, group will meet with De Anza  AB 02 – reach out to legislative and figure out the language piece | Promise operation group  Elias |
| 7 | College Planning Documents Review:  Facilities Plan  Sustainability Plan  Technology Plan | Technology Plan:  Appointed member have reviewed the 2016 plan and notice it is not applicable to what the college is doing now  Facilities Plan:  Plan is tied to district facility plan which makes it challenging for the college to move forward. Member need to figure out if both sister colleges will be writing their own or hold on writing for district plan  Sustainability Plan:  The plan would need to be drive by the college’s mission. | Technology Plan:  Member met with Kristy to discuss the plan and will be Writing a new plan  Facilities Plan:  District will be having a conversation soon regarding the plan and we can wait to hear from that. Possibility of consultant? College writes its own?  Sustainability Plan:  R&R decided to parking lot the plan | R&R will need to identify which plan to prioritize for the next year  Review the approval on bond project | Facilitator Corp & Tri-chairs  Bret |
| 8 | Committee Charge Feedback  Next Cycle Considerations Topics may include:  College Planning Documents Evaluation  Budget Resource Request Prioritization Process  Budget Resource Request Cycle (consideration of multi-year requests)  Budget resource request and Program Review Alignment | Office of the President suggested a multiyear request for budget, instead of continuing to request the budget again the following year. | R&R committee would like to explore that further and possibly come up with recommendation for Office of the President and include IP&B with adding maybe a line on whether or not the budget request is one-time or on-going | Add item to Agenda for next year | Facilitator Corp |

\*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~~, ~~Serena 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.

## 2018-2019 Strategic Objectives (E2SG)

Equity, Enrollment, Service Leadership, and Governance