



## MEETING MINUTES

Date: April 9, 2021

Time: 11:00 AM – 1:22 PM

Loc: Zoom

### NOTES BY TOPIC

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1		<b>Janie Garcia:</b> Hello all, we have an action-packed agenda today. Please note the updated agenda.			
2	Land Acknowledgement	<b>Kathryn Maurer:</b> The new Land Acknowledgement we have is officially sanctioned. Mike Wilcox, liaison to the tribe, worked with the tribe to draft a custom statement. These sometimes take years to develop as the tribe receives so many requests for land acknowledgements. <b>April Henderson:</b> Was that written for Foothill College-can other programs use this? <b>Kathryn Maurer:</b> Yes, it was written specifically for Foothill College.	Janie Garcia reads the new Land Acknowledgement.		
3	Approve meeting minutes for 2/5 and 3/5 meetings	<b>Kathryn Maurer:</b> Motion to approve <b>Josh Pelletier:</b> Second Unanimous approval	2/5/21 and 3/5/21 minutes unanimously approved		
4	Student Report	<b>Abhiraj Muhar:</b> Not much to report. ASFC will have more at the next meeting. Next week we have the Town Hall and Club Day (Tuesday and Wednesday). If anyone is interested in joining the API Heritage Month	Report from ASFC students.		

Prepared by:




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		<p>Committee meetings, we meet Thursdays from 4:00 – 5:00 PM.</p> <p><b>Janie Garcia:</b> Any emails sent out about the API meetings?</p> <p><b>Abhiraj Muhar:</b> Contact Jasslie for Information.</p>			
5	President's Report	<p><b>Thuy Nguyen:</b> Thank you to Dr. Wilcox for the Land Acknowledgement. I will invite him to a President's Briefing. Thank you to everyone for the Muslim Heritage Month opening. Students did an incredible job at the opening. Our Muslim students and communities have had a challenging time so Muslim Heritage Month is an historical change.</p> <p>SRP Positions: We are exploring the possibility of hiring three positions as the District figured out they could open up positions a year early. The opportunity has come to hire FT faculty. More to come on that.</p> <p>Governance memos: I sent two and there is one more remaining on EMP 2030. Heads up that the memo is coming soon.</p> <p>Thank you for the incredible work on the new Land Acknowledgement.</p>	Members informed of current issues, related to AC's charge, from the Office of the President.		
6	Budget Update	<p><b>Janie Garcia:</b> Bret, a brief budget update...</p> <p><b>Bret Watson:</b> We are looking at the budget requests from program reviews and department and division requests. Some of the large requests involve</p>	Regular update on the budget and annual budget requests for the divisions. Members informed of budget updates going into Spring Quarter.		




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		<p>capital expenditures and could involve measure C and G money.</p> <p>The finance team sits down with the deans to identify the best funding sources for each request. We look at categorical funding first. We met with Ram first as SYEM has the most requests. Most of this is handled in R&amp;R which has a study group.</p> <p><b>Kathryn Maurer:</b> What is the group's name?</p> <p><b>Bret Watson:</b> Budget Request Review Study Group. The finance team helps the deans identify sources to use. We are trying to find the best source of funding. Similar to the old OPC, but we refined that process by including finance experts.</p> <p><b>Kathryn Maurer:</b> I would caution that not all constituents are involved (students and faculty).</p> <p><b>Bret Watson:</b> We have meetings scheduled for the other divisions.</p> <p><b>Anthony Cervantes:</b> COVID relief funding?</p> <p><b>Bret Watson:</b> Great Point. We have three groups of stimulus funding. CARES ends June 30. Then, HERF II and HERF III allows us to make up lost revenue...the Bookstore, facility rentals – we lost up to one million dollars – we can use federal funds to recoup. We are working closely with auditors. Also, no KJ's and dining services revenue to fund graduation! After this year, maybe a total \$2 million loss.</p>			



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		<p><b>Anthony Cervantes:</b> Will the reclassification study be affected by the budget?</p> <p><b>Bret Watson:</b> For Fund A, ongoing increases are covered by the District. Categorically funded positions will need to be reviewed and possibly reduce discretionary spending.</p> <p><b>Abhiraj Muhar:</b> Can students be involved in this process?</p> <p><b>Bret Watson:</b> The Operational piece is working.</p> <p><b>Thuy Nguyen:</b> Maybe study group is not correct. It is an operational team meeting.</p> <p><b>Bret Watson:</b> It did not originally have faculty and student members. OPC did have tri-chairs. Now we are just identifying sources of funding.</p> <p><b>Kathryn Maurer:</b> What do we need to keep in mind in forecasting? We started the year terrified about the budget and are now more optimistic?</p> <p><b>Bret Watson:</b> We are more optimistic than in 2020. The May Revise is coming, but there is definitely a rosier picture than this time last year. State revenue is positive. Look at Susan's presentation on the Board website.</p> <p><b>Thuy Nguyen:</b> Please discuss the use of B-budget funds to cover the shortfall if necessary.</p> <p><b>Bret Watson:</b> In the summer, we had planned to use \$2.35billion in B-budget rollover to pay for any budget shortfall. It looks like we will not need to use as the 2021/22 budget looks good, but the state predicts deficits after 2022. We need to</p>			




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		be cautious and plan smart for the long term. <b>Thuy Nguyen:</b> We'll hold onto the collateral in case we need it later.			
7	Program Review	<b>Janie Garcia:</b> Program Review: What is your experience with Program Review? <b>Anthony Cervantes:</b> We will need additional meetings. All Governance councils will be invited. We are looking at May 7 and May 14 for two hours each. <b>Janie Garcia:</b> 20 minutes for each PR. It is an enriching experience and the programs appreciate the engagement. <b>Kristy Lisle:</b> PRs are read the dean and multiple readers with rubrics. The evaluation is based on a constant improvement process. Presenting at the AC, looking at strengths, areas for improvement, and program weaknesses. The presentation allows for programs to tell their story. It takes courage to tell one's story honestly. Programs have 20 minutes to present and all use the same pptx template. It is important to look at data and ask for resources. Kelaiah is working to improve the rubric. <b>Janie Garcia:</b> Questions? <b>Amy Edwards:</b> Quick comment. The last PR cycle was over the top awesome. We appreciate the work that went into this process. Just noting I we	Members discuss structure of Program Review in Winter 2020 and agree on process for review and feedback for new round	Poll will be distributed to ascertain best times for the PR presentations.	Janie Garcia will send out the poll.




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		<p>cannot make Wednesday afternoon meetings as we have negotiations.</p> <p><b>Kathryn Maurer:</b> The dates are super challenging. Given that the PR presentations are so wonderful, we wanted to share-get the whole campus community involved. Also, even finding Fridays has been challenging.</p> <p><b>Anthony Cervantes:</b> Did we send out invites to all the councils?</p> <p><b>Janie Garcia:</b> Yes, and I notified everyone of the new meetings.</p> <p><b>Amy Edwards:</b> I would love everyone to be involved, but AC attendance is a priority. I don't want to miss half of them.</p> <p><b>Anthony Cervantes:</b> We will discuss with the Tri-Chairs. Is it Wednesdays, or the time on Wednesday?</p> <p><b>Justin Gauthier:</b> I am only available on Fridays.</p> <p><b>Kristy Lisle:</b> Ram, Kurt, and I are also in negotiations.</p> <p><b>Janie Garcia:</b> We'll send out a poll to organize this.</p>			
7	Faculty Prioritization	<p><b>Janie Garcia:</b> Faculty Prioritization is the first document in our attachments.</p> <p><b>Ram Subramaniam:</b> Thank you all for being here. I want to emphasize that I am serving as the messenger. We</p>	The council modified the prioritization list submitted by the working group to rank the Psych Services	Council will make a recommendation to the president.	

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		<p>looked at 14 positions including the Psychological Services/Trauma Counselor. This position was not on the original list. We used qualitative and data metrics. Qualitative questions involved equity, mandates, funding sources, etc. For data we looked at FT/PT ratios, productivity, overall enrollment, degrees and certificates awarded. For the deliberation process, one member presented the request from another area (not their own division). We then had a Q&amp;A discussion on the merits of the requests. There were a total of 14 positions and ranking was anonymous. Vet Tech was ranked #1, the General Counseling position #2, and Computer Science #3. We summarized the rationale for each of the top 8 rankings (rationale for the top eight-ranked positions was shown via pptx. And summarized).</p> <p><b>Janie Garcia:</b> Thank you for keeping us well informed on this process.</p> <p><b>Ram Subramaniam:</b> This is an action item as we need to send a recommendation.</p> <p><b>Anthony Cervantes:</b> Regarding the Trauma informed Psych Services mental health counselor...mental health is the number one cause of the petitions I receive. I am surprised it was not ranked higher.</p> <p><b>Roosevelt Charles:</b> To chime in on the Psych. Services request, we did not do a good job as an institution in educating people about the Trauma Informed Counselor position. It was introduced</p>	<p>Trauma-Informed counselor position to #3 in the rankings.</p> <p>The motion passed with eight in approval, three abstentions, and one member absent (had to leave early).</p>		



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		<p>after the fact. I don't think we can separate this position from Ethnic Studies. Mental health issues are on the rise. This position supports an emerging need. Do we make a bold statement and fully support the needs of our students?</p> <p><b>Amy Edwards:</b> I appreciate Roosevelt's comments and agree that there is a need for the Psuch Services position. I missed the Psych Services counselor presentation when I served on this prioritization committee. I was missing data. Do we have numbers on how many people need this service?</p> <p><b>Roosevelt Charles:</b> We can see if we can get you more information.</p> <p><b>JP Schumacher:</b> I am echoing the great points from Roosevelt and Amy. Our processes do not align very well when we have emergencies. We can glean information from broader data sets – COVID-19 rates, vaccination rates in Black and brown communities. We are going to see an uptick in mental health services, especially now. This is an opportunity to be proactive on this.</p> <p><b>April Henderson:</b> Amazing job JP. He explained what I was feeling. EOPS serves a broad spectrum of students, overwhelmingly students of color. Our students don't show up at Town Halls, they are dealing with crises all the time! Our EOPS counselors are constantly dealing with students' crises. Many of our students won't volunteer for surveys and qualitative studies. I just saw this list...from our experiences, our students are in crisis.</p>			





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		<p><b>Kathryn Maurer:</b> A powerful conversation. So much hurt. Thank you to the prioritization committee. There are always emergent requests. Our process needs to be transparent. As a committee, the fact that we allowed a last-minute request speaks to its importance. This is not a debate about whether or not this is worthy. I am hearing a binary debate. We don't need to go there. Potentially, 11-13 positions can be hired? Can we just hire more positions?</p> <p><b>Bret Watson:</b> We are still running the numbers on the SRP positions. We don't have the final number, but we feel it is approximately 8-8.4 FTF.</p> <p><b>Thuy Nguyen:</b> My request was for three positions. We have the potential to hire three positions. This looks like Vet Tech, Counseling, and Computer Science.</p> <p><b>Janie Garcia:</b> Building on Roosevelt and April's comments, students hold trauma from K-12, before students come to this college. We do have a sincere need now.</p> <p><b>Shaelyn St. Onge-Cole:</b> One of the things to keep in mind when thinking about data is that in Black and brown communities it is not okay to ask for help. So we won't see the data. We need to listen to our Black and brown students.</p> <p><b>Abhiraj Muhar:</b> I really believe if we don't prioritize this position, everything we have talked about this year will go down the drain. It is ridiculous we are having this conversation.</p>			




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		<p><b>Ram Subramaniam:</b> I am a little concerned about the direction of this conversation. This is not a vote against the position. The committee has prioritized this position. We just did not have the data that other positions provided. We are not denying that we need a trauma-informed counselor. We followed the process. We have three Psych Services counselors. What is their workload? We want to make sure that a new position has enough work. The position is important.</p> <p><b>Amy Edwards:</b> Taking deep breaths... I appreciate people speaking their truths. I feel in this conversation, I have had more information than we had in the prioritization meeting. In the meeting, all we had was Thuy wants to prioritize this position higher and that is not a good enough reason. Just some data would have been helpful.</p> <p><b>Janie Garcia:</b> Are we voting to approve the list?</p> <p><b>Ram Subramaniam:</b> We need to send a recommendation to the president. I believe this council has the ability to adjust the ranking.</p> <p><b>Anthony Cervantes:</b> Can we look at different funding sources for this list.</p> <p><b>Thuy Nguyen:</b> Please still prioritize in order of importance. We can then look at funding options. Honestly, we don't have to hire anyone. De Anza is not hiring. We also still do not have the final number from District.</p> <p><b>Anthony Cervantes:</b> Can we look at the list again? I make a motion to move the</p>			




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		<p>Psych Services Trauma-Informed counselor position to #3. Move CS position to #4 in the ranking.</p> <p><b>Abhiraj Muhar:</b> Second Vote for: Apri Hendersonl, Josh Pelletier, Itzel Sanchez Zarraga, Jasslie Altamirano, Danmin Deng, Arjun Agarwal Abstain: Justin Gauthier</p> <p><b>Kathryn Maurer:</b> My vote is going to be perceived as not caring. It feels like a very unsafe environment.</p> <p><b>Priya Vasu:</b> I wanted to clarify one thing-the reason Thuy prioritized this position was that it comes from students. Please approve if you want to show you are student-centered.</p> <p><b>Josh Pelletier:</b> Move to extend the meeting ten minutes.</p> <p><b>Kathryn Maurer:</b> Second Amy Edwards, Abhiraj Muhar, Anthony Cervantes, Arjun Agarwal, April Henderson</p> <p><b>Anthony Cervantes:</b> I understand Kathryn's concerns, but this is a safe space.</p> <p><b>Abhiraj Muhar:</b> We all have disagreements and I agree with Anthony.</p> <p><b>Janie Garcia:</b> Our options are to move up the Psych Services position or approve the rankings as submitted.</p> <p><b>Thuy Nguyen:</b> I appreciate this conversation. I am committed to hiring full-time faculty.</p> <p><b>Josh Pelletier:</b> I voted yes on this initial prioritization in the committee, but what I heard today has reframed my thinking.</p>			



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		<p>That is why I voted yes to move the Psych Services position up to #3.</p> <p><b>Abhiraj Muhar:</b> Maybe the process is flawed? I would love to see a stipulation in the motion that we also look at the process moving forward.</p> <p><b>Steve Batham:</b> If this process is flawed, a dozen people were assessing the data and all our work is wiped out by this discussions. There are lots of positions on this list tied to equity.</p> <p><b>Kristy Lisle:</b> This is a more data-driven process than the old process. The way in which proposals are written is important. We are getting better every year. We are looking for better criteria to evaluate non-instructional support positions. We did the ranking. The process is not flawed and is better than the process used for the previous 15 years. It is difficult. It is so much better than four years ago.</p> <p><b>Thuy Nguyen:</b> Thank you Kristy for your comments. Thank you to the prioritization committee. As we look at our structure, we should not be surprised the data has flaws. We need to go beyond our culture. I am hopeful we are getting more sophisticated. E&amp;E has been asking how they can get into the prioritization discussion. As tough as this conversation has been, it is actually a good sign. This is why I love Foothill, that we can have this conversation.</p> <p><b>Anthony Cervantes:</b> I hope the committee does not feel uncomfortable. A lot of stuff you cannot find data on. We put a vote out there or maybe we say we</p>			




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		<p>could not. We might not have an answer now. That could be our decision.</p> <p><b>Ram Subramaniam:</b> My comment was not far from Anthony's. We are late in the hiring process, late to hire, perhaps we can come back. Many of us have another meeting in 12 minutes.</p> <p><b>Thuy Nguyen:</b> Position was not FT, tenure track initially. As it is now FT, tenure track, it might be successful this time.</p> <p><b>Katy Ripp:</b> When will the District let us know about the budget?</p> <p><b>Thuy Nguyen:</b> I am willing to take the risk and hire three positions. In addition to the first three, I will keep going down the list if I can.</p> <p><b>Anthony Cervantes:</b> Motion – Move the Trauma Informed Counselor position to #3 in the prioritization list.</p> <p><b>April Henderson:</b> Second</p> <p>Approve: Jasslie Altamirano, Josh Pelletier, Abhiraj Muhar, Danmin Deng, Katy Ripp, Itzel Sanchez Zarraga</p> <p>Abstain:</p> <p>Amy Edwards, Kathryn Maurer, Justin Gauthier</p> <p>Absent: Arjun Agarwal had to leave early.</p> <p>Motion carried.</p> <p><b>Janie Garcia:</b> Thank you. Respect still rises above everything else. Thank you for having this courageous conversation.</p>			



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

## MEMBERS PRESENT

### Voting

Tri-Chairs: Anthony Cervantes, Kathryn Maurer, Josh Pelletier  
 Administrator: April Henderson  
 Classified Staff: Danmin Deng, Itzel Sanchez Zarraga  
 Faculty: Name (FT) Katy Ripp, Amy Edwards, (PT) Justin Gauthier  
 Students: Abhiraj Muhar, Arjun Agarwal, Jasslie Altamirano

### Non-Voting

Ex-Officio: Ram Subramaniam, Bret Watson, Kurt Hueg, Roosevelt Charles, Kristy Lisle, Elias Regalado, Lene Whitley-Putz, JP Schumacher,  
 Thuy Nguyen  
 Recorder: Simon Pennington  
 Facilitator: Janie Garcia