



Mission Informed Planning Council (MIP C) Draft Minutes

General Meeting 1-3 pm

Admin Conference room #1901

October 17, 2025

[Zoom](#): Meeting ID: 819 4830 1635 Passcode: 346614

Attendances:		
In-person: Vanessa Santillan-Nieto Danmin Deng, Josh Pelletier, Doreen Finkelstein, Simon Pennington, Phuong Tran, Julie Jenkins, Derrick Nguyen, Michael Chan, Maria Blaze, Kayla Nguyen, Elaine Kuo, Bret Watson, David Marasco, Teresa Ong, Antoinette Chavez, Voltaire Villanueva, Owen Ryan		
Online: Valerie Fong, April Henderson, Asha Jossis, Catalina Rodriguez, Chris Chavez, Cynthia Huang, Destiny Rivera, Elvia Rodriguez, Krish Sangani, Mark Barnes, Peter Chow, Raine Phan, Anthony Cervantes, Carolyn Park, Cynthia Brannvall, Sheherazade Arasnia, Jenny Nguyen, Alex Collins		
Item	Presenter	Description
Chair: Kristina Whalen		
Facilitator: Vanessa Santillan-Nieto		
Approval of agenda		
Approval of the minutes		
Student Voice		Kayla provided updates on student activities, including Political Advocacy Week and the appointment of new ASFC members.
Affinity Group Reports • APAN (Asian Pacific American Network) • AAN (African American Network) • OLA (Organización Latino Americana) • RA (Rainbow Alliance)	Jordan Fong April Henderson (Alt) Lisa Hills Catalina Rodriguez Catalina Rodriguez	April providing updates on the African American Network's planning for upcoming events and expressing gratitude for the family night attendance. Catalina reported for OLA and Rainbow Alliance, noting their infrequent meetings but plans to reconvene soon.

Overview of MIPC	Vanessa Santillan-Nieto, Voltaire Villanueva, and Kayla Nguyen	An overview of MIPC, where participants introduced themselves and their roles, discussing how their work contributes to Foothill College's mission. Notable contributions included Vanessa Santillan highlighting Classified Senate's role in campus-wide decision-making, Josh Pelletier emphasizing outreach and dual enrollment programs, and Maria Blaise focusing on student voice in board decisions. The conversation ended with plans to continue the workshop presentation after brief introductions.
Old Business		
Bookstore Task Force Recommendation	Kristina Whalen	The meeting focused on the transition of Foothill College's bookstore to an online model by Spring 2026, under the existing contract with Follett. Vanessa, outlined the decision-making process, addressing concerns about customer service, employee discounts, and the availability of supplies like blue books. The group discussed potential solutions, including using lottery funds to place supplies in strategic locations and exploring vending machines for immediate needs. Questions about textbook timeliness and the role of the Welcome Center as a support point were also addressed, with Bret and Catalina confirming that timely textbook availability and student support would be maintained. Next Step: • Bret Watson to finish the FAQ for the bookstore transition to online. • Bret Watson to explore vending machines for supplies like Blue Books that would be available 24 hours. • Catalina to ensure Welcome Center staff are trained to support students with bookstore-related questions.
Building an AI Framework at the College		The meeting discussed the creation of a Foothill College AI Fellowship Program,

		which aims to develop AI fluency and literacy while addressing ethical and societal implications. The proposed program structure includes up to 2 administrators, 2 classified professionals, 2 students, and 6 faculty members, with various support mechanisms like reassigned time and stipends. Participants expressed support for the initiative but raised concerns about the inevitability of AI adoption, accessibility for disadvantaged students, and the need for diverse perspectives in the selection process. The group agreed to continue the discussion after a break.
BREAK		
New Business		
Implementation of Google Gemini and Notebook LM and Google AI certificates at Foothill	Kevin Kelly	AI Tools Implementation at Foothill De Anza The meeting discussed the implementation of AI tools at Foothill De Anza Community College District, including Google Gemini and Notebook LM, as part of a state-wide initiative. Kevin Kelly, representing the Digital Center for Innovation, Transformation, and Equity, explained that the district is one of five early adopters and outlined the flexibility colleges have in implementing these tools, with options ranging from immediate full adoption to a gradual rollout focused on training and professional development. The discussion also touched on the importance of transparency regarding funding and tool usage, as well as the need to engage instructors in conversations about AI integration in the classroom. AI Tools Implementation Strategy Meeting

		The meeting focused on the implementation of AI tools like Gemini and Notebook LM across different colleges, with discussions on training, limitations, and integration with existing systems like Canvas. Kevin explained the capabilities and limitations of these tools, emphasizing the importance of cultural shifts and instructor-student conversations to ensure appropriate use. The group discussed potential rollout strategies, with flexibility for different colleges to adopt at their own pace, and the involvement of AI Fellows in implementation was considered. Open questions included the decision-making process for rollout and the integration of Google tools with Canvas, which Kevin addressed by mentioning possible LTI integration options. Next Step: Constituency leadership groups to select representatives for the AI Fellowship Program by November 21st MIPC meeting. MIPC to continue discussion on Google Gemini and Notebook LM implementation at a future meeting.
Opening Day/Flex Day Survey Results	Doreen Finkelstein	Doreen presented the fall Opening and Flex Day survey results, highlighting key findings and challenges. The survey, administered to Foothill employees, received 64 responses, with 42 attendees for both days, 16 for partial attendance, and 6 who did not attend. Strengths included high ratings for the President's Welcome Address, keynote speaker, and workshops, while challenges such as the tiring schedule and timing conflicts were noted. Doreen emphasized the need to consider these issues when planning future Opening and Flex Days, particularly for adjunct faculty with multiple job commitments.

		Revising Opening and Flex Days The meeting focused on discussing challenges with the current format of opening and flex days, with faculty and staff expressing concerns about the timing, exhaustion, and lack of breathing space for implementing new learning. Participants suggested shifting some activities to January, exploring virtual options, and considering De Anza's model of holding events on Fridays. The Institutional Effectiveness Committee (IEC) reported on its priorities for the academic year, including reviewing the Student Equity Plan 3.0, following up on ACCJC requirements, and proposing a revised comprehensive template for program reviews. The group agreed to bring the opening and flex day discussion to the Professional Development Committee and to consider rethinking the system during upcoming faculty association negotiations. Next Step: ☐ Julie Jenkins to initiate conversations with Faculty Association regarding rethinking the professional development day's structure. ☐ Professional Development Committee to discuss alternatives to the current three-day professional development structure and report back to MIPC.
Committee Reports		
Institutional Effectiveness Committee	Held October 9, 2025 – review of priorities	Next Step: ASFC to appoint a representative to the Institutional Effectiveness Committee.
Professional Learning	Held October 9, 2025	Elaine Kuo to return to the next MIPC meeting to continue discussion on

		governance evaluation and Blueprint 2030 alignment. MIPC to define its purpose and goals to support comprehensive governance evaluation.
Standing Reports		
District Budget Advisory	Held October 7, 2025	
Academic & Professional Matters	Held October 15, 2025	
Announcements		
Adjourned		