

 **FOOTHILL COLLEGE**

**Planning and Resource Council (PaRC)
Wednesday, March 7, 2018**

MEETING MINUTES

PURPOSE: Participatory Governance Leaders Meeting
LOCATION: Administration Building / Room 1901 / President's Conference Room
TIME: 1:30 PM - 3:00 PM

ITEM	TIME	TOPICS	FACILITATOR (S)	ACTION
1.	1:30 - 1:35	Public Comments and General Announcements	PaRC Tri-Chairs, and all participants	
2.	1:35 - 1:55	President's Report (Board, Chancellor's Cabinet, President's Cabinet) <ul style="list-style-type: none">• 2016-17 Fiscal Self-Assessment• Guided Pathway	Nguyen	
3.	1:55 - 1:56	Approve February 21, 2018 PaRC minutes	PaRC Tri-Chairs, and all participants	Approval
4.	1:56 - 2:15	Educational Master Plan Review	Kuo	
5.	2:15 - 2:25	Faculty Prioritize Process	LaManque	
6.	2:25 - 3:00	Governance Redesign Feedback	LaManque	

Voting Members Present: Micaela Agyare, Isaac Escoto, Debbie Lee, Thuy Nguyen, Denise Perez, Suzanne Yamada, Ram Subramaniam, Adrienne Hypolite, Ray Kaupp, Cleve Freeman, Danya Adib, Eoin O'Farrell, Marcel Vermeer, Chinwe Idaka, Donna Wolf, Lan Truong, Lakshmi Auroprem

Non-Voting Members Present: Anthony Cervantes, Peter Chow (note taker), April Henderson, Andrew LaManque, Kevin Harral, Amy Edwards, Vanessa Smith, Nazy Galoyan, Sean Bogle, Eric Reed, Lisa Delapo, Denise Swett, Elias Regalado, Eric Reed, Lisa Ly, Elaine Kuo, Doreen Finkelstein, Carolyn Holcroft

(1) Public Comments and General Announcements

Thuy Nguyen announced that the Psychology program is having fund raising. Women’s History month is ongoing and events have been successful. There will be a Walk-Out event nationwide for the Florida school massacre on March 14, 2018, in which Foothill will be joining.

(2) President’s Report (Board, Chancellor’s Cabinet, President’s Cabinet)

Nguyen mentioned Foothill has a work plan by the state on the guided pathway. A presentation was conducted on the fiscal self-assessment.

New funding formula is known to be consistent, 1st year is held harmless with no drops. It is based on this year’s 17-18 budgeted amount, which is last year’s FTES. Nguyen suggested the college to rethink improving FTES; productivity.

PaRC member asked if the productivity is aiming at 509 and if it is college-wide. Nguyen answered the college is still working on strategy because the formula is new. Based on the instruction side calculation, not every division is the same. The governor might change the formula in the near future.

PaRC member asked if FTES would matter after 2 years, to which the answer is yes; pipeline is to increase FTES.

(3) Approve February 21, 2018 PaRC minutes

PaRC member moved to revise the minutes on the Professional Development portion. Please refer to the revised minutes for February 21, 2018.

(4) Educational Master Plan Review

Elaine Kuo presented on the Educational Master Plan, which is a planning document for the college. It is different from our mission statement.

PaRC member commented that they are not afraid of change, but concerned about being a rubber stain. The college should combine all the committees and governance roles. Meeting once a month is not enough time to make decisions.

PaRC member commented on committee structure. The PaRC member said it is difficult to get students on the committee. There are fewer opportunities to express student voices; only 12 faculty on the committee is very limited.

A discussion was held on planning vs operation: 3 tri-chairs might not have enough knowledge to make decisions. Some faculty and staff might not understand the roles and duties. A graphic will help people understand, such as org-charts.

The group is still working on the model 5Ws.

Nguyen mentioned the Governance Town Hall's objective is to get people's feedback. She emphasizes on engagement and leadership and training for engagement. It is not going to be perfect. Don't let perfection get in the way of progress.

(5) Faculty Prioritize Process

This topic will be moved to the first item for March 21, 2018 PaRC meeting.

(6) Governance Redesign Feedback

The following feedback was received throughout the meeting:

- How does the reporting to the council work?
- Will my voice be heard?
- What was wrong with the current structure – ask each committee.

- Frequency – not just informational – not just a rubber stamp – time to understand – takes away from people wanting to participate if just they feel it is just a rubber stamp.
- Student voice is important.
- Increasing participation – tenure track faculty encouraged to participate – need other opportunities.
- Where does “operations” take place
- Membership – we still plan to meet to get things done even if not a member of the governance committee
- Need a place to take concerns – so that there is a feeling that voices are heard and represented.
- Restructure how we do meetings rather than redo the structure.
- Separate planning committee to start –provide framework for other committees.
- Committees are too broad in their scope to be effective.
- Need more focused groups – better align energy and interest.
- Operational vs governance – current amount varies by committee.
- Expertise of appointed members in topic areas is needed for planning.
- Graphic for membership would be helpful.
- Organizational chart - show how governance structure impact college decision-making. Cabinet, Deans (etc). Governance in relationship to decision-making.
- Timeline of governance conversations
- How much detail do we need to work out in advance?
- FAQ would be helpful.
- Training for all members will be needed.
- Will need job descriptions / guidelines for members / responsibilities.
- Need more detail on the calendar of issues to be discussed for the year.