

MEETING MINUTES

Date: March 15, 2019

Time: 2-3 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	Review the Meeting Minutes from February 22 nd Change in agenda item: Foothill College Promise Program presenter will not be available today	Committee approved of February's meeting minutes Committee decided to move Presentation to April	Change February's meeting status from Draft to Approved Add Foothill College Promise Program to April's agenda	Facilitator Corps
2	Joint Study Group (JSG) Charge Update	The R&R and Community & Communication (C&C) Committee tri-chairs met to discuss the charge from the Office of the President (February 1, 2019 memo). On March 1, 2019, a memo was sent on behalf of the R&R and C&C tri-chairs with their recommendation for the formation of the JSG that would examine how/whether the Instructional Hub and Spoke model may be conceptualized; and consider use of the divisional offices should they be vacated. Bruce McLeod has offered to serve as R&R's representative	There was clarification around the roles that certain position will have in the Joint Study Group such that the Furniture, Fixtures, & Equipment Coordinator and VP of Finance & Administrative Services will serve as operational support. The Office of the President suggested that at least one of the three faculty be part-time and that R&R and C&C leadership identify another person instead of the ED of International Student Programs (this position is not a Foothill employee and so it may be best to identify person from the college). Also, include an international student to join JSG	Tri-chair will take the information from today's meeting to R&R and C&C leadership to ensure everyone is up to date. R&R representative will be serving on the JSG An e-mail will be sent on behalf of the R&R committee to C&C and Office of the Presidents regarding <ul style="list-style-type: none"> R&R representative Meeting Dates (per the March memo, it was initially proposed that the meetings occur before the ending of the quarter) 	Denise & Eric Bruce M. Elaine K.

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
3	Perkins Funding Context: Part 2 of career technical education (CTE) funding presentation (Strong Workforce and Perkins); overview of funding requirements	<p>Perkins is a federal grant that comes to Foothill through the state of CA and the purpose is to support vocational education. Foothill receives anywhere between 250k – 300k and last year they received \$273,273. Part of Perkins goes towards the CTE Transition Fund, about \$40k, towards part of the Dual Enrollment Coordinator position (the position ties to the purposes of CTE such as transitioning students from High School to College). CTE purposes and metrics can be found on the Perkins Funding presentation starting on slide 6 – 8. The metrics for Perkins ties into the new Funding formula to an extent.</p> <p>The State sent a report around the Perkins funding for next year and there will be a slight decrease in funding due to (1) Foothill's enrollment decline and (2) the number of students captured in the nontraditional categories.</p> <ul style="list-style-type: none"> (1) Workforce have tried a different strategy in 18/19 with dispersing their funds towards Outreach for CTE Pathways (2) Work on reporting DSS Student category that could potentially increase the revenue resources 	<p>Future process for SWP and Perkins requests:</p> <ol style="list-style-type: none"> Departments/Divisions fill out annual CTE Budget/Finance Request Form Workforce and CTE office to ensure that it meets metrics and requirements of grants, make recommendations on viability of plans Approval by who? Strong Workforce receives money from Regional joint venture and regional money. Where does the approval come for these? <p>It was suggested by the presenter that the workforce workgroup to continue to meet in order to form a more cohesive group to figure out what to do with categorical funding.</p> <p>Suggestion for R&R to think about 2 – 3 objectives that we recommend using Perkins funds for</p>	<p>R&R will consider inviting CTE faculty to be part of the Annual Update Budget Resource Request Process Retreat</p>	<p>Facilitator Corps</p>

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
4	Annual Update Budget Resource Request Process	<p>Soft deadline is April 5th and hard deadline is April 12th</p> <p>The process/logistics after the annual update budget request forms are submitted at the end of winter/beginning of Spring need to be identified.</p>	<p>Based on the response to R&R's recommendation to IP&B for renewal of submission process, it is preferred that R&R review all submissions.</p> <p>R&R has identified participants in the evaluation and will reach out for participant's approval:</p> <ul style="list-style-type: none"> • Bret (Chair) • Teresa • CTE Faculty • R&R members • Instructional Deans • Elias • Melissa • Red? • Kamara? 	Committee will discuss at the next meeting (April 26 th) the process of reviewing the submissions and whether it will be a one day or multiple day retreat.	<p>Facilitation Corps</p> <p>Tri-chairs</p>

*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)~~

Students: ~~Nathan Lutz, Kalina Kuneva, Serona Phanitdasack~~

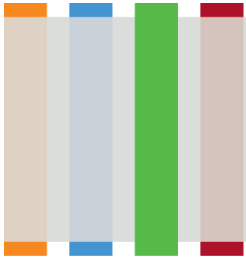
Non-Voting

Ex-Officio: ~~Jordan England, Elias Regalado, Bret Watson, Kristy Lisle, Asha Jossis, Lene Whitley Putz~~

Recorder: ~~Pauline Brown~~

Facilitator: Elaine Kuo

Guests: Teresa Ong, Daniel Nghiem, Thuy Nguyen



 **FOOTHILL COLLEGE**

GOVERNANCE | **REVENUE & RESOURCES**

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