


FOOTHILL COLLEGE
Planning and Resource Council (PaRC)
Wednesday, November 15, 2017
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 - 1:40	President's Report (Board, Chancellor's Cabinet, President's Cabinet)	Nguyen	
3.	1:40 - 1:41	Approve November 1, 2017 PaRC minutes	PaRC Tri-Chairs, and all participants	Approval
4.	1:41 - 1:42	Revisit October 25, 2017 PaRC minutes, possible reapproval	PaRC Tri-Chairs, and all participants	Approval
5.	1:42 - 2:20	President's Town Hall on Budget Reduction, November 8, 2017, 3pm - 4pm <ul style="list-style-type: none"> • Recap and Comments 	Nguyen, Watson	
6.	2:20 - 2:50	Student Success Collaborative Integrated Plan Update	LaManque	
7.	2:50 - 2:55	New Program <ul style="list-style-type: none"> • Child and Adolescent Development 	Hueg	
8.	2:55 - 3:00	New Program <ul style="list-style-type: none"> • Elementary Teacher Education 	Hueg	

Voting Members Present: Micaela Agyare, Isaac Escoto, Debbie Lee, Thuy Nguyen, Erin Ortiz, Denise Perez, Donna Wolf, Suzanne Yamada, Lan Truong, Ram Subramaniam, Adrienne Hypolite, Bret Watson, Lauren Balducci, Danya Adib, Chinwe Idika

Non-Voting Members Present: Anthony Cervantes, Mike Mohebbi (note taker), April Henderson, Andrew LaManque, Paul Starer, Kevin Harral, Amy Edwards, Eoin O'Farrell, Marcel Vermeer, Vanessa Smith, Brenda Hanning, Kristy Lisle, Lisa Ly, Lauren Balducci, Ray Kaupp, Eric Reed, Kurt Hueg, Lakshmi Auroprem

(1) Public Comments and General Announcements

Erin Ortiz announced successful ASFC thanksgiving feast happened today at noon in the dining hall that was attended by many students, staff, and faculty.

Thuy Nguyen gave update on shared governance revision process.

(2) President's Report

Note taker missed this section.

(3) Revisit October 25 Meeting Minutes

Nguyen opens floor to questions regarding minutes.

Adrienne Hypolite asks for clarification regarding the New Initiative Form as part of the governance redesign process: that in the interim the form would be utilized for this year but not a requirement yet. Hypolite motions that the minutes be revised to state that the form be utilized voluntarily on an interim basis to guide the redesign process.

Changes approved.

(4) Approve November 1 Meeting Minutes

Nguyen motions the minutes be approved.

Hypolite requests revisit De Anza dual enrollment for clarification. De Anza will be offering dual enrollment at Fremont High School next year.

Minutes approved.

(5) President's Town Hall on Budget Reductions, November 8

Bret Watson gives overview of presentation given at town hall. Notes changes made since town hall presentation on November 8: added pie chart slide and added clarification on reductions for years 1-3 to show overall portions of budget being affected. Changes were made based on audience feedback and comments.

Nguyen opens floor to comments on town hall.

Isaac Escoto brings up comment that was made to uphold our college values when making reductions.

Chinwe Idike asks for clarification regarding student programs not affected by budget reductions.

Debbie Lee states those programs fall under categorical funding.

Kevin Harral and Watson clarify that there are general fund matching requirements for some categorical programs so there may be indirect affects to student programs due to budget reductions in other areas.

Lee states the feedback form online is not functioning due to human verification section not working. Vanessa Smith will have Marketing fix the issue by this afternoon.

Nguyen brings up option of vacancies through retirement as possibility to help with reductions.

Hypolite states that some concerns from classified staff that there aren't robust metrics that support the impact of student services on student retention and new student enrollment, so there are difficulties in assessing how much reduction should be made in the student services areas.

Denise Swett states that Student Services is looking at alternative funding sources and other avenues to explore how the reductions are made in this area.

Hypolite states that documentation is needed for staff and program decision making processes and work descriptions that impact decisions regarding budget reductions.

Nguyen states the importance of the pairing of Equity and Enrollment growth as a way to increase revenues and help to mitigate the impact of budget reductions.

Swett brings up example of UndocuAlly program that helps increase awareness and empowers students to enroll and have access to financial aid. Also notes high schools are also reaching out to FH to leverage the program for their students to know that FH is a safe space for them to enroll.

Nguyen highlights how retention strategy from start of enrollment (September 25) to census day(October 9) shows success of the programs (went from negative enrollment YoY to +0.4% YoY change). Wants to focus on what student retention programs, strategies, and policies helped to achieve this again in the future.

Swett says there is data being collected and outreach to students is being done to analyze impact of retention strategies.

Idike asks for update on legislative efforts to increase base funding. Nguyen states there was an increase in base funding from the state legislature. Idike suggests having students write letters so they can be presented to state legislature to advocate for increase in base funding, Nguyen agrees and encourages ASFC to pursue this project. Nguyen points out that Community

Colleges get paid less per student than K-12, UC, State, and other state funded educational institutions and Idike adds that Community Colleges have the most students in this system than the others (CSUs, UCs, privates, etc).

District budget town hall is December 5, Nguyen suggests revisiting campus budget reductions after that meeting because there are still questions surrounding budget reduction timelines, amounts, etc.

Lee points out that nature of quarter system makes it more difficult to make hiring decisions the longer it takes to settle on budget decisions.

(6) Student Success Collaborative Integrated Plan Update

Andrew LaManque gives presentation regarding student success update.

PaRC membership engages in discussion regarding student equity relative to the instructional divisions.

Ram Subramaniam brings up the “equity liason” positions that DA has in each division that help coordinate plans to implement equity programs.

Kristy Lisle states there are attempts being made to identify and measure simplified equity metrics that can be used to help guide equity programs and gauge their effectiveness.

Danya Adib suggests that programs to support survivors of domestic violence be included in the equity plan.

Idike suggests more offerings of concurrent enrollment for applicable classes to help course completion. Lisle confirms this is part of the curriculum planning and also mentions that curriculum scheduling is making sure that coursework allows for timely completion of pathways and also that students who don't start in the fall are not put behind schedule.

(7) New Program: Child and Adolescent Development

Kurt Hueg presents program creation sign-off.

(8) New Program: Elementary Teacher Education

Hueg presents program creation sign-off.

Lee points out that Math42 has not been previously offered here at FH. Subramaniam and Lee point out that the New Initiative form (discussed during October 25 PaRC meeting) could be used to help ensure that the required courses are available so that new programs are viable.

LaManque states this is the first read and the creation sign off purpose is to decide if this program is worth pursuing and there will be further discussions regarding the actual curriculum.

Lee points out that curriculum committee needs to consider the impact on faculty productivity and PT/FT assignments.