

Operation of Councils

Council operation will include the following:

- 1) Each council will have 12 members – 4 Faculty, 3 Classified Staff, 3 Students, and 2 Administrators. Members will be on only one council.
- 2) Each council will be assigned a recorder.
- 3) Each council will be assigned ex-officio members to support the work of the committee.
- 4) Recommendations from the councils must be transmitted in written memorandum. The President will write back to the council outlining the decisions made.
- 5) Councils will have a trained facilitator assigned by the President who is a Foothill employee but not a member.
- 6) Each of the four councils will meet once each month (please see the 2020/21 Governance schedule). Each council may decide to schedule extra meetings as necessary.

Communication

It is expected that representatives will report back to their respective constituent groups after each meeting. In addition, agendas and minutes will be available electronically in a timely fashion before and after the meetings. Monthly facilitator meetings will provide another avenue for communication of information between committees. The college will continue to email a monthly newsletter on committee work.

The Role of Part-time Faculty

Part-time faculty members represent a significant percentage of the Foothill community. Their contribution to student success is crucial in attaining the college mission and Educational Master Plan goals. Therefore, part-time faculty members represent a critical voice in college governance and every effort should be made to include members on committees.

Part-time faculty will receive pay for service on the governance councils.

Governance Group Descriptions

Each committee will have responsibility over specific topic areas related to the Educational Master Plan. It is recognized that some topic areas may overlap and new topic areas will emerge -- each council can address the topic and communicate their recommendation to the other councils.

Council Charge: The Charge of the councils is to monitor goals related to the Educational Master Plan, as well as supporting plans, including the strategic allocation of resources to achieve plan goals. The Council has responsibility for overall college planning.

I. Advisory

Council

Topic Areas

Strategic objectives, college-wide planning, college resource allocation, prioritization of new full-time faculty hires (all funds), accreditation, program approval and discontinuance

II. Equity and Education Council

Topic Areas

Instruction, equity, basic skills, program Review, 3SP, workforce, transfer, assessment, online enrollment, dual enrollment

III. Community and Communication Council

Topic Areas

Professional development, community education, service leadership, institutional learning outcomes, alumni, governance, communication

IV. Revenue and Resources Council

Topic Areas

Budget, technology, sustainability, facilities