



FOOTHILL COLLEGE

**GOVERNANCE** | **EQUITY & EDUCATION**

## MEETING MINUTES

Date: December 6, 2019

Time: 1:30-3:30 p.m.

Loc: President's Conference Room

### MEMBERS PRESENT

#### Voting

Tri-Chairs: Ram Subramaniam, Carolyn Holcroft, Andre Meggerson

Administrator: Debbie Lee

Classified Staff: Christopher Chavez

Faculty: Donna Frankel, Cleve Freeman, Patrick Morriss

#### Non-Voting

Ex-Officio: Lisa Ly, Lan Truong, Teresa Ong, Melissa Cervantes, Thuy Nguyen, Thuy Nguyen, Kristy Lisle

Recorder: Jessica Alarcon

Facilitator: Leticia Maldonado

Classified Staff: Kennedy Bui

Guests: Adrienne Hypolite, Doreen Finklestein, Josh Pelletier, Katie Ha, Benjamin Armerding, Rosa Nguyen

Prepared by:

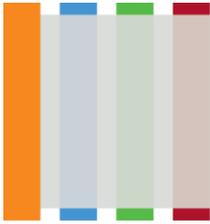


NOTES BY TOPIC

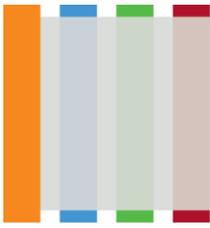
ITEM	TOPIC	DISCUSSION	OUTCOME AND NEXT STEPS	*RESP
1	Land acknowledgement  Norm review, Courageous Conversations protocol review -Attachments 1 & 2	Tri-Chair Andre Meegerson led the land acknowledgement stating the purpose is to honor the sacrifice and stewardship of those before us, without whom we would not be here today  Tri-Chair Andre Meegerson did a quick run through of the meeting norms and protocols; Tri-Chair Ram Subramaniam posed question regarding what “speaking your truth” meant to committee members and whether or not “your truth” should be representative of others on campus; Dean Debbie Lee expressed concerns that as a committee we don’t necessarily know who we are representing. There is a need to clarify – if we are going to make decisions, who are we making these decisions for; Tri-ChairCarolynn Holcroft shared that the norms apply to the discussions happening during the E&E meetings; Dean of Students Leticia Maldonado asked if the committee agreed that “speaking your truth” and the role of the committee are two different things; Faculty Patrick Morriss shared that the way he sorts the idea is that he is speaking his truth, but as a faculty member who was assigned to serve by faculty; Faculty Donna Frankel shared that she knows how to speak her truth and sees herself as a representative for part-time faculty.	E&E committee members decided to accept non-closure. Will agendize the discussion for the next meeting;	
2	Public Comment	None		

ITEM	TOPIC	DISCUSSION	OUTCOME AND NEXT STEPS	*RESP
3	Draft Minutes	<p>Dean of Students Leticia Maldonado began discussion regarding minute meetings.</p> <p>Minutes from November 1, 2019 meeting: Approved by voting members</p>	Recorder Jessica Alarcon will send draft minutes to E&E Committee Tri-Chairs. They will then send to all members to review. Voting members will vote to adopt.	
4	Guided Pathways	<p>Faculty Lead Katie Ha introduced the Communications Team Action Plan which includes plans to visit committees, councils and divisions. Mentioned that the calendar of events is embedded on the Guided Pathways website. She also created a blog that will be linked on the Guided Pathways website; Tri-Chair Ram Subramaniam asked how E&amp;E could help with getting people involved; Guided Pathways Team mentioned that spreading the word and publicizing the events is really helpful. Faculty Lead Rosa Nguyen spoke on the progress and plans of the Onboarding Team; Faculty Patrick Morriss commended her on the definition she provided of onboarding; Faculty Lead Rosa Nguyen added that the team is looking to grow and are looking for people who share the same values; Faculty Donna Frankel expressed that as a division, Kins/Phys Ed, are feeling left out; Tri-Chair Ram Subramaniam clarified that this team is working on figuring out how guided pathways relates to the campus as a whole; Faculty Lead Rosa Nguyen added that the onboarding team is planning on including career exploration; will be exploring differences between processes and resources; Milestones for onboarding: Create online orientation by Spring 2020, will focus on MyPortal, CCC Apply, CCC MyPath; Faculty Lead Ben Armerding introduced the Program Mapping Team plan.</p>	None	

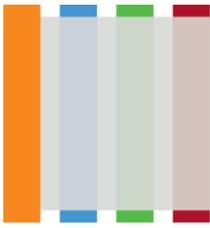
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		Mapping team is tasked w/ creating program maps and meta majors for our college. Goals of the Mapping team are to create 7-15 metamajors by the end of the year. Regarding team members, Faculty Ben Armerding anticipates growth and would like students to be involved.		
5	Draft Equity 2.0	Dean of Equity Melissa Cervantes initiated discussion regarding Equity Plan 2.0. Team is currently debriefing on the townhalls that were held. There will be an equity retreat in January. Informed us that once the draft document of Equity Plan 2.0 is made public, there will still be room for discussion.		
6	Industry Partnerships	Announcement made that the Digital Marketing Certificate in partnership with Facebook had been approved; Dean Lan Truong emphasized that as a college we need to provide students will all their options while still teaching them how to navigate the system. Classified Staff Chris Chavez shared that it is important for our students to be prepared to be global citizens; Tri-Chair Carolyn Holcroft suggested that a question that addresses ethical issues and equity in curriculum be added to the new program application process.	E&E will ask Guided Pathways team to recommend question about ethical issues and equity to new program application. Classified Staff Adrienne Hypolite and Faculty Patrick Morriss will bring back wording to next meeting for proposed question.	No E&E action needed at this time



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7	Feedback re: Curriculum Proposals	Tri-Chair Carolyn Holcroft began discussion regarding feedback on proposals; E&E Committee members agreed to actively participate in providing feedback via e-mail.		



8	Dual Enrollment	<p>Ex-Officio Lisa Ly and Supervisor of Student Outreach Josh Pelletier began discussion regarding dual enrollment. Emphasized that E&amp;E is seeking to clarify its charge around dual enrollment. Data shows that high school students represent 5% of high school enrollment. The focus for this meeting was “D” designated courses. Executive Vice President Kristy Lisle shared that as a college we are beginning to work in more diverse areas; Faculty Cleve Freeman as whether there was date about how many students are part of CTE pathways; Ex-Officio Lisa Ly mentioned that “D” designated courses are doing better in diversity; Tri-Chair Ram Subramaniam shared that it is more difficult to get adjunct faculty to teach in areas outside of our direct service area. Recognized that MVLA district helped the program grow, however now it is important for the college to be intentional about our paths. Tri-Chair Carolyn Holcroft emphasized the importance of being transparent about decisions being made; Faculty Patrick Morriss stated that our leadership needs to be transparent regarding leading with equity; E&amp;E Committee made the decision to continue the discussion during the next meeting.</p>		
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9	Evaluation of meeting outcomes, CCAR Protocol, and norms	None		
10	Good of the Order	None		