# MEETING MINUTES

Date: May 29, 2020

Time: 9-11 a.m.

Loc: Zoom

## NOTES BY TOPIC

| **ITEM** | **TOPIC** | **DISCUSSION** | **OUTCOME** | **NEXT STEPS** | **\*RESP** |
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| 1 | Introduction/Agenda Approval of Minutes | No amendments/corrections | Minutes for 5.22.20 Unanimously approved (Isaac-moved, Amy-second) |  |  |
| 2 | Students’ Report | Leonardo Blas discussed the serious mental health issues students are experiencing. Abhiraj noted that June was LGBTQ Heritage Month and invited everyone to participate. He also promoted the June 2nd Town Hall sponsored by ASFC. |  |  |  |
| 3 | President’s Report | * Two major questions: Does this joint council still want to look at the Educational Master Plan 2030, or is it still an assignment for the Advisory Council?
* Would this group like to assess the 2018/19 Reorganization or defer this task just to the Advisory Council?
* Bret: Budget Review: Based on the information we have right now, Foothill’s level of reduction would be somewhere around 3.7 million and 5.25 million
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| 4 | Discuss AVPI position (hold or go out for interim?). Identify data points required to make recommendations on the remaining open positions (classified, and administrative currently in Taleo or about to be entered into Taleo). Should any discussion of faculty hiring holds be a District decision? | * Simon: Hiring holds: Make a recommendation to the President on the AVPI position if you are ready
* Isaac: shared information with both councils yesterday regarding the AVPI position; sharing the responsibilities tied to the AVPI position was to understand what work would need to be divided amongst other colleagues
* Is holding the position the best route to go in light of budget reduction
* Senate officers were asked regarding the AVPI position; felt it needed to be an informed discussion with different constituency groups
* Eric Reed: How would the work get done if the position is not filled right now?
* Kathy Perino: Assuming that these responsibilities would be shared amongst the administrative team, and is it doable?
* Kristy: A lot of the work would be picked up by me; am concerned by how overworked the Deans are already; sharing clerical leave and been out on FMLA, etc.
* Dean of the LRC would need to be picked up by a Dean
* Can we do it? Is it possible? It is possible, but worry about the Deans and AVPI’s workload, but if we need to share in the pain of the cuts then, yes, it can be done.
* Mike: Is it possible but not sustainable? Have seen in the past how absorbing job duties can be.
* Katie: Are we prepared for the consequences if the work is not picked up in particularly the LRC and Tutoring?
* Kathy: One year hold, not a permanent elimination at this point, an opportunity to see if it can be done; how the work would be absorbed, if its sustainable or not.
* Kristy: Allows us some compensation for people to pick up some roles
* Fatima: If the burden of the position falls on Kristy it would impact Student Services, want to point out that overburdening Kristy would impact multiple levels, not just instruction
* Sara: three options, not hire anyone, hire another interim, or continue with the search that was already done
* Isaac: What are the options?
* Kristy: Interim or the position duties would be disbursed
* Ram: Dean responsibilities among the two campuses; twice the number of deans of instruction at De Anza – Foothill has a dean for every 3000 FTES and De Anza for every 2000 FTES; there are inequities between the two campuses regarding the dean to student ratio; why are deans being placed with these huge burdens? Cuts need to come from other places
* Isaac: we need to discuss these things when talking about cuts.

Strategies: if we know that budget reduction numbers can change, we look at how we can start saving ahead of time so that later down the road we need to cut less; or we don’t cut back a whole lot right now, but cut a lot down to the road* Sara: if we all feel the AVPI position is crucial, maybe this is not the position we cut; make the decision more strategically later about which position to cut; only option is to not hire or hire an interim; am I not clear on our options?
* Ram: One option is to hire and complete that position, stated in Thuy’s memo.
* Teresa: Is the search complete? Did a recommendation go to HR?
* Ram: Not sure how much I am able to reveal due to confidentiality, but the search was well advanced
* Isaac: Hard to make a decision when we don’t have a full picture.
* Sara: So can we hire?
* Kathy: Should we leave the position vacant and distribute responsibilities, or should we fill it? My proposal: Fill the AVPI position in the interim at least for one year; and analysis can be done.
* Fatima: Should we hire or not is really restrictive, can we talk about bigger restructuring?
* Anthony: We are just making recommendations, we won’t have the final say
* Kurt: difficult for me to weigh in on this; bigger concern is looking at the bigger scope of all these positions, and the timeline that we have been given is a huge issue; we are just focusing on this position but we have a massive task ahead of us; if we can buy ourselves some time instead of people losing their jobs we should prioritize that
* Simon: We have a November 1st deadline
* Denise: I am biased because I look at my and my teams direct needs; we need support in a lot of areas
* Julie: whatever decision we make, we must understand who will take the responsibilities and what might fall off if there is no one to take it on
* Amy: we need to hear from the people who are directly affected by this; you are not biased; need to have some strategic thinking about these big overarching concerns about the people who are working hard
* Eric Reed: the position that Kristy is holding is huge, it might be good to have the structure of two AVP’s
* Make a motion that we hire permanently for the AVPI position
* Thuy: can lift the hiring holds in the Fall; so that you may have a clearer picture, if you wish to lift any of the hiring holds, you may recommend that to me; if you wish to lift the hiring holds, and it creates a situation that the fund from that could save a program or positions from being laid off, that sends a clear message to me
* Had offered that to our Executive VP for an interim AVPI position to buy the college time while duties are still being met.
* Isaac: we only have so much information right now and must decide based off of that; difficult to understand, there is no more room to add more responsibilities to the Deans; these decisions really affect our students; if we do support an interim AVPI we would have more time to figure out and not put so much work on the Deans, but it is not a permanent decision so it will allow us more wiggle room.

Maybe an interim at the moment would help us determine the needs of the future* Carolyn: this work is not going away no matter how many programs we cut or not; hiring permanently, if it would lead to program elimination, does not make sense.
* Kathy: a permanent hire does not make sense given where we are; but the work is not going away; we only have June and October for faculty input, but that is no time at all; why would we hire permanently if we would potentially rule them out
* Simon: Both agree that the college needs an AVPI position whether in the interim or permanent
* How would you like to handle this?
* Paul: We need to look at areas and services, not positions.
* Preston: Interim position is not ideal but it allows us some time; gives us the wiggle room to move forward
* Isaac: We were asked for a recommendation now, we are doing the best we can to address what we were asked to do now.
* Kathy: we recommend that the position be filled somehow; leave it up to the president to decide how.
* Eric: leaning more to a permanent position because the work is not going away.
* Came back to this topic:
* Kathy: instead of going through each position one by one, is there a way to still teach those classes and run those programs if we don’t fill those positions?
* Mike: Haven’t really talked about how this impacts students, recommend how these decisions will impact the way that we deliver services and students
* Kristy: Analysis of the cost for 1320 budget (13.8 million; includes all part time faculty and full-time faculty overload)
* Isaac: Most of the budget comes from salary and benefits; we can’t not reduce positions; how we go about doing that is the discussion; not address that and still address the reduction
* Rachelle: I know there is a budget crisis coming; have been on overload for two years, the sustainability of our program is in crisis
* Abhi: looking at the number and total numbers we are trying to save; look at the efficiency behind each job
* Warren: if that position is not our forward, can that work be done, if not, that’s what leads to a decline in services
* Isaac: Thank you all for your engagement; look at the big picture
* Fatima: Agree with Kathy and like that Isaac reaches out to the Deans to deem how each position is essential
* Kathy: not talking about permanently eliminating these positions because they are all in the budget; the decision is whether or not we eliminate faculty positions; can we get through next year only without a full time hire in that position, if the answer is no then we need to hire
* Paul: important to point out that these positions have already been deemed essential after a substantive process; disrespectful of the work already done to ask the Deans again if these positions are essential; trying to do this by this large of a committee is a recipe for disaster
* Kurt: we are not seeing the seriousness of the situation we are in; having been in multiple budget crises; the state is in a huge problem; I am very concerned about hiring anyone at this point; but also don’t want to give up positions that our college needs; reluctant to give up positions
* Eric: What would DeAnza do? While we are playing by the rules, DeAnza is playing games. We need to lock in these positions.
* Amy: Was on the committee where Deans had gone through faculty prioritization
* Isaac: different approaches; tri chairs whose goal is to lead this; moving forward if the tri chairs are not able to assess what the group wants we can’t move forward
* Folks want to be involved but trichairs won’t know what decision is being made
* Kristy: do you want to recharge the Deans with prioritizing the faculty positions
* Teresa: there are interviews happening as we speak, so we need to make a decision today
* Kristy: this is fast, but we also need to take a deep breath on this and not rush to make a decision
* Ram: we are in a different place than when we did the initial prioritization list; Dean’s need to be presented with this new information
* Kathy: we are in a very different place and reprioritize; late announcements of retirement; I would say it gets kept out
* Tri Chairs: can the department and the program survive without that hire?
* Eric: is there a change in the need for that position based on the current situation?
* Kristy: what can we do creatively?
* Tri Chairs will communicate with both councils after the meeting.
 | Eric: Move to recommend that the AVPI position be hired either permanently or in the interim; Amy Edwards seconds;All in favor: unanimous vote | Tri Chairs will put together the recommendation and share it with the Councils, will be shared with Thuy by memo | AC/R&R Tri-Chairs |
| 5 | Budget Reduction: Guiding Principles. Introduce the topic and frame the ‘ask’. In the last budget reduction, the District and college principle was to minimize layoffs and keep those currently employed in a position.  | * Kurt moves to move to the District budget proposal timeline; Amy seconds
* Bret: June 8th board meeting is big due to the tentative budget; snapshot at the time of the big picture in regards to budget; need to continue to plan throughout the summer; in October we are finalizing what it is looking like; November 1st submitting our proposal; HR looks are positions District wide in regards to bumping, etc.; there are March 15th notices; also looking at management positions at that point; Classified union needs to be notified; effective at the end of the fiscal year; that way we start next fiscal year with reductions implemented
* 3 years to plan the last time we did this; this time it’s different since we only have four months
* Kurt: need to get serious about what we are going into; what we are being asked to provide by November 1st is significant
* Chris: Cuts from August and November
* Simon: Definitely unprecedent times
* Simon: positions on hold was the AVPI positions but also other positions. Table the guiding principles and talk about holds.
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| 6 | District Budget Reduction Timeline | Did not address this agenda item.  | Will move this agenda item to the June 12 meeting. | Agendize for June 12 | Tri-Chairs and facilitator |
| 7 | Review meeting norms Public comments | Simon: Did the group stay true to its stated values? Any recommendations for improvement?These are difficult topics to be discussing and making decisions on, thank you for being present. | Group felt everyone had a chance to speak. |  |  |

\*Include the person(s) and or group responsible for next steps.

## MEMBERS PRESENT

### Voting

Tri-Chairs: Isaac Escoto, Anthony Cervantes, Denise Perez, Eric Reed, Kurt Hueg, Mike Mohebbi,

Administrator: Betsy Nikolchev,

Classified Staff: Julie Ceballos, Josh Pelletier, Danmin Deng,

Faculty: Name (FT), Name (PT) Amy Edwards (FT), Cheyanne Cortez (PT), Kathy Perino (FT), Preston Ni (FT), Mary-Anne Sunseri (PT), Sara Cooper (FT)

Students: Leonardo Blas, Tiffany Nguyen

### Non-Voting

Ex-Officio: Gay Krause, Ram Subramaniam, Kristy Lisle, Teresa Ong, Fatima Jinnah, Paul Starer, Vanessa Smith

Recorder: Veronica Casas-Hernandez

Facilitator: Simon Pennington