

## MEETING MINUTES

Date: August 24, 2020

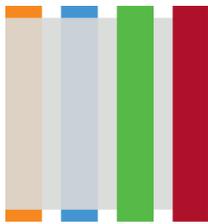
Time: 9:30am – 11am

Loc: <https://cccconfer.zoom.us/j/99217373919>

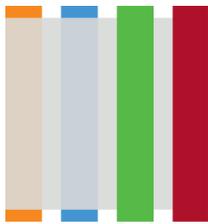
### NOTES BY TOPIC

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Intro Greetings	<ul style="list-style-type: none"><li>• <b>Simon</b>= Meeting norms</li><li>• We have been asked to hold off on Land acknowledgement by E&amp;E as they are drafting a new statement.</li><li>• 8.17 minutes passed (I. Escoto, L. Eshman – D. Perez abstain)</li></ul>			
2	Student's Report ASFC	<ul style="list-style-type: none"><li>• <b>Abhi</b>= Summer there is less student contact, but we are still available if needed, and we are meeting bi-weekly and meeting with joint cabinet</li><li>• Still updating the website for fall</li><li>• Need to lead with equity and be virtually accessible during these times of campus closure; we are constantly learning and getting better for next time</li></ul>			
3	President's Report	<ul style="list-style-type: none"><li>• <b>Thuy</b>= Hope everyone is safe, we have employees who have been affected by the fires, please be prepared for an evacuation, have your bags</li></ul>			

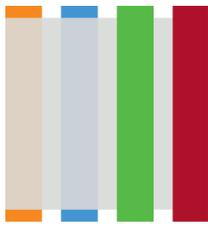
Prepared by:



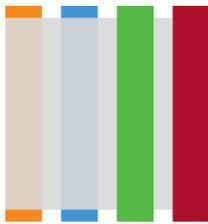
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		<p>packed; a new conversation with the fires on state budget, this is one of the top 3 largest fires in our history, only 10% contained we don't know the full impact of this</p> <ul style="list-style-type: none"><li data-bbox="695 529 1115 675">• Thank you for being at the briefings, we talked about evacuation plans, and Pet's the new co-workers is this week's theme</li><li data-bbox="695 683 1115 919">• Budget info Bret will update; no Aug revise, unknowns about tax receipts, fed assistance looks like not happening, years 2021-22 and deferrals, money being taken from other programs for it- in later years this will be affecting us</li><li data-bbox="695 927 1115 1325">• <b>Bret</b>= .9 deficit, now additional .85 deficit factor, this will reduce our revenue, and impact our district not so much Foothill, impact the C-programs (student equity and achievement), need to reduce by millions of dollars, we have carried enough funds years 2021-22 if the revenue is restored, but if there is any reduction then we will have an issue for next year, we have 95% of our expenses</li><li data-bbox="695 1333 1115 1503">• <b>Thuy</b>= Prop 15 has impacts on CC, R&amp;R advocacy any laws or for relief for pandemic response, we are interested in making legislative regulatory so if you have any suggestions we would</li></ul>			



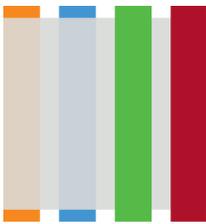
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		<p>like to know, lottery funds- there is flexibility here we could possibly use in interesting ways, Bret and I will talk more later about this later</p> <ul style="list-style-type: none"><li>• 0.9% immediate last year, which we didn't apply and now we have to apply</li><li>• <b>Kathy</b>= what part of the revenue are we talking about?</li><li>• <b>Thuy</b>= We are below 15%, COVID only impacted 1/2 of the year, this deficit state wide, it is going to be a 2-3 year scenario</li><li>• <b>Debbie</b>= what is Foothills carry over?</li><li>• <b>Bret</b>= 5.6million dollars, we did not spend a lot of our discretionary budget, this last quarter with COVID not having a place to deliver and purchasing impacted our spending approximately 5.6million in our general funds, we have not discussed how we are utilizing these funds; regarding C- fund, that would impact \$450,000 reducing 4 million dollars we would have less revenue, fulltime salary and benefits is too high, we would be getting less, and we have other factors to consider, ex: support for equity, contractional costs, etc..</li><li>• <b>Thuy</b>= .95 deficit is state and district wide, so the district stability funds, .85 deficit how</li></ul>			



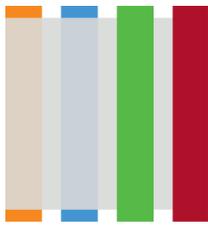
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		<p>this effects c and the work that you are doing are this reduction</p>			
4	Guiding principles	<ul style="list-style-type: none"> <li>• <b>Guiding Principles (edit / approval):</b></li> <li>• <b>Simon</b>= going over the list that has been generated thus far, lots of debate and editing has already been done</li> <li>• <b>Isaac</b>= small group has met and went over the feedback to do our best editing; #6 we need help different populations are included here...</li> <li>• <b>Kathy</b>= E&amp;E don't use deficit lang, so use specifics, but concern to leave out groups</li> <li>• <b>Debbie</b>= we are not in the clear by making it vague</li> <li>• <b>Lisa</b>= covers everything except, commits to preserving upward economic mobility and transfer, why is this left off?</li> <li>• <b>Isaac</b>= we wouldn't approve a program if it didn't already meet the criteria of our mission statement of the college, it's redundant, so no need, not helpful</li> <li>• <b>Kathy + Lisa</b>= agrees with Isaac</li> <li>• <b>Simon</b>= are we ready to move froward? A motion?</li> <li>• <b>Kathy</b>= I move to approve</li> <li>• <b>Denise</b>= I second Kathy</li> <li>• <b>Simon</b>= (roll call of everyone, everyone agrees)1 abstention from Priya; next steps are in motion</li> </ul>			



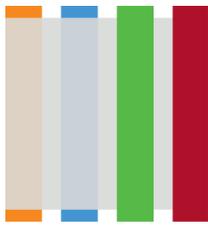
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		<ul style="list-style-type: none"> <li>• <b>Thuy</b>= we need College wide town hall meeting; multiple options but figure it out. Are we having a guiding principles and budget reduction town hall in Oct? Or an earlier one just for guiding principles? Let Simon know what you are interested in doing</li> </ul>			
5	Program Discontinuation Documents -  "Instructional" & "Non-Instructional"  Small Groups met	<ul style="list-style-type: none"> <li>• <b>R&amp;R small group for discontinuous:</b></li> <li>• <b>Josh</b>= Going through each bullet - 1 equity; 2 program outcomes; 3 impact on other programs; 4 program duplication; 5 enrollment trends; 6 labor market; 7 importance; 8 program size; 9 program cost 10 staff availability</li> <li>• <b>Debbie</b>= concerned leaving out some programs/courses by wording for these standards for instructional programs</li> <li>• <b>Ram</b>= item 7? A little vague</li> <li>• <b>Josh</b>= perception, the program, asking the students what they think is important, not sure if there is data that defines "importance" better</li> <li>• <b>Kathy</b>= the definition of 'non-instructional' program predominately staffed by professionals, we need to include non-instructional programs for staff like library staff, etc who are teaching</li> </ul>			



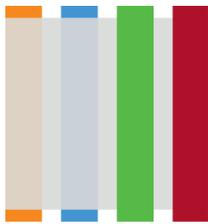
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		<ul style="list-style-type: none"> <li>• <b>Josh</b>= it's going to be hard to define and distinguish; so, they will both have different types of employees</li> <li>• <b>Kristy</b>= support programs- library + counseling services and courses, A&amp;R; 'Instructional' would cover everything, I'm not comfortable with the term "non-instructional" because we are all teaching, by calling them non-instructional makes me uncomfortable; Ram's concern with #7 was with this similar item, all the necessary data needed is very HR intensive and to be able to pull this qualitative data in the timeline that we need it, I'm just not sure how we can achieve this because we would need even more outside resources, and more money to accomplish this task</li> <li>• <b>Brian</b>= at some point can you all list out the "chopping block" courses/programs so we can prepare?</li> <li>• <b>Andre</b>= I like more traditional labels, it doesn't make sense to call 'non-instructional' jobs 'instructional' jobs, we need to be careful not to give everyone the ability to create new roles just to be included, we need to be mindful of what we label what</li> <li>• <b>Bret</b>= c fund is another large program that is a long-term budget issue for us</li> </ul>			



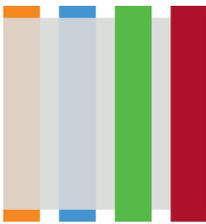
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		<ul style="list-style-type: none"><li>• <b>Simon</b>= how do we bring the 2 docs together? Words Matter.</li><li>• <b>Isaac</b>= item 6 student support, we need to figure out if we want to merge or have 2 diff docs? We changed 3 things: (1) wording to guiding principles, when we are going to apply our decisions that it is referred to; (2) we took out the 'mission part' because this is redundant; (3) we took out 'strategic vision' part out, because it's been brought up; but at the moment we don't have something that we are moving towards, but open for discussions? perception and qualitative data is difficult, some may not be possible given the timeline</li><li>• <b>Ram</b>= "Cost" seems like there is no need, if a course meets everything but then it's expensive, then do we need to cut this program?</li><li>• <b>Sara</b>= We need cost because this is a matter of budget and it impacts it, we need to be able to factor this info in to our final decision</li><li>• <b>Brian</b>= why is this structured as "loser takes all"? What about each program taking a little hit, instead of one giant hit to the 'loser'</li><li>• <b>Kristy</b>= Perkins or strong workforce money, we need to be conscientious of what the</li></ul>			



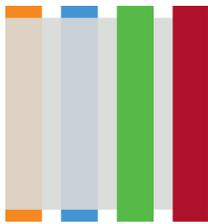
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		<p>category of money is being affected</p> <ul style="list-style-type: none"> <li>• <b>Thuy</b>= to Brian's comment what if I use the example of needing to cut 5% across the board? Could you unpack more?</li> <li>• <b>Brian</b>= what if we cut the salaries and keep the services?</li> <li>• <b>Abhi</b>= figure out the cuts in other ways, the students agree with Brian</li> <li>• <b>Kristy</b>= Parody lens, 25% cut of all the b-budget? I'm throwing out the idea, \$750,000?</li> <li>• <b>Simon</b>= how would the council like to move forward with these documents</li> <li>• <b>Isaac</b>= we would like to meet more to discuss both docs and make sure nothing is missing, reps from both groups need to meet and talk, and then bring it back to the group</li> <li>• <b>Kristy</b>= student support area, maybe more included</li> <li>• <b>Arjun</b>= I second Isaac and Kristy, we need them to meet 1<sup>st</sup></li> <li>• <b>Simon</b>= and then student, faculty, admin, employees look at the doc and then how best to use these docs Aug 31, make a recommendation that we can review and then finalize</li> </ul>			
6	Does the advisory council R&R want to create a work study group to	<ul style="list-style-type: none"> <li>• <b>Kristy</b>= we already started meeting, the deans and I have met and talked about various data on the programs, the group</li> </ul>			



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	<p>assess discontinuation of programs?</p>	<p>is looking for consolidation, just thoughts no decisions, so when we meet with De Anza we will be prepared, we will meet with Laurie and her team support services to go over criteria; the group will consist of senate leadership, all the deans, and support services</p> <ul style="list-style-type: none"> <li>• <b>Simon</b>= council members have anything on this? Is there a need for an additional study group to work with Kristy's Team?</li> <li>• <b>Isaac</b>= broad context, as a campus, we need to fig out the most difficult part, which route do we need to go down? Partly open ended, but we are getting to a point where we need to decide what road we are going down?</li> <li>• <b>Sara</b>= agrees with Isaac, bring the big picture back, what do we do with all this data once we have it, we are making all these decisions without Thuy, she needs to be here she is missing, how to integrate to make forward progress instead of spinning our wheels this summer</li> <li>• <b>Thuy</b>= we need timelines for these 3 townhalls, redesign of the college, think outload so we can think together, but so far I have nothing is oppositional with what has been discussed</li> <li>• <b>Sara</b>= what is your design of the college? Happy that you are</li> </ul>			



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		<p>listening, but what is your vision so that we know?</p> <ul style="list-style-type: none"> <li>• <b>Thuy</b>= I want to envision together, it is much your college as mine, so we need to facilitate the thought process through you</li> <li>• <b>Sara</b>= sooner than later please, doing this together with you leading us would be more helpful</li> <li>• <b>Lisa</b>= I want to hear Thuy's thoughts, all these groups are distracting, we need more guidance from the final decision-maker</li> <li>• <b>Brian</b>= I'm just going to reiterate we should share the burden of the cuts, what are the road blocks to this idea?</li> <li>• <b>Thuy</b>= there is an issue with B and A budget that becomes problematic with Brian's idea, but yes, let's put on the agenda for us to think aloud, I think that I've been giving hints through the notions around guided pathways, equity, and let's just build from this; it's not going to be 1 solution, it will be a combination of solutions</li> </ul>			
7	Closing statements Goals for Next time	<ul style="list-style-type: none"> <li>• <b>Simon</b>= small group led by Kristy, tri-chairs we will draft the agenda for next week, 2 groups meeting again to go over their docs, request from our President for no meetings in the 1<sup>st</sup> 2 weeks of September</li> </ul>			



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		<ul style="list-style-type: none"> <li>• Thank you to Andre for reminding us to get the students' side, I hope we are providing the space for everyone to feel included and heard?</li> <li>• <b>Arjun + Abhi</b>= enjoy and feel comfortable with how much students can and are encouraged to participate</li> <li>• <b>Adam + Iman</b>= we are processing all of the information during the meetings, and trying to understand everything, we are content with how much we participate</li> </ul>			

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

## MEMBERS PRESENT

### Voting

Tri-Chairs: I. Escoto, M. Teijeiro, A. Cervantes, J. Pelletier, D. Perez

Administrator: C. Allen, K. Hueg

Classified Staff: D. Deng, I. Sanchez-Zarraga, P. Brown, R. Edwards

Faculty: A. Edwards, S. Cooper, D. Frankel, B. Evans, MA. Sunseri

Students: A. Muhar, A. Grewal, J. Altamirano, A. Loo, P. Vasu, I. Haq

### Non-Voting

Ex-Officio: E. Regalado, L. Scolari, K. Lisle, T. Nguyen, G. Krause, K. Harrel, B. Watson, B. Nikolchev, R. Subramaniam, M. Cervantes, D. Lee

Recorder: Anna Harp

Facilitator: Simon Pennington