

Academic Senate Minutes Approved August 18, 2020

Meeting called to order at 9:35 a.m.

Roll call:

Isaac Escoto (President)  
Eric Kuehnl (Vice President)  
Robert Cormia (Secretary treasurer)  
Kathryn Mauer (President-elect)  
Cara Miyasaki (STEM/BHS)  
David Marasco (STEM/PSME)  
Donna Frankel (Adjunct faculty rep)  
Ron Herman (STEM)  
Robert Hartwell (FA/COMM)  
Amy Edwards (FA liaison)  
Carolyn Brown (FA/COMM)  
Hilary Gomes (FA/COMM)  
Stephanie Chan (LA)  
Lisa Eshman (STEM/BHS)  
Jordan Fong (FA/COMM)  
Christina Rotsides (STEM/PSME)  
David McCormick (LA)  
Melissa Carey (FA/COMM)  
Sara Cooper (STEM/BHS)

Agenda was adopted by consensus. Approval of the minutes (no formal minutes to approve)  
Consent calendar - BSS interim dean search committee: Lisa Drake and John Fox  
Consent calendar was approved by consensus

### **1) Meeting updates -**

**Consultation Task Force** (CTF) 8/13 report. At the meeting there was a presentation about COVID reporting, what to do if anyone experiences COVID symptoms. Joe Moreau s shared that our district will be using an app to help FHDA employees report where they are when they're on campus, to help in contact tracing should someone experience COVID symptoms. There was also a continued discussion about the budget, and the strategies the colleges and District will be using to reduce the budget, what the plan is to get to the target numbers. Judy Miner confirmed:

First - The District would look to creative options (efficiencies) to save money.

Second - Program and services consolidation

Third - possible program reduction or elimination (last resort)

Faculty leaders discussed how important it is to work together. Judy Miner tasked Christina Espinoza Pieb (DA-VPI) and Kristy Lisle (FH) to work together in consolidation plans. Small

group meeting this Friday to complete FH discussions on guiding principles for budget reduction. The last number we had is \$4.25 million in budget reductions for Foothill College (for the 21'-22' year; by November 1st the College needs to give Judy Miner a report of how we're going to get to this target.

**Joint Advisory Council/R&R Council (AC/R&R) 8/17 report.** Continued to work on Student-Centered Guiding Principles to Budget Reduction. Academic Senate gave an update on our work to develop a process for instructional program reduction, and the group acknowledged the need for a process for non-instructional program reduction. Bret Watson gave a short budget presentation on Foothill specific campus finances.

Kathy Perino is leading a presentation for faculty leaders (summer senate cabinet and Advisory Council/Revenue and Resources faculty reps/FA) from 1:30 to 3:00 p.m. entitled "State Funding vs Basic Aid".

Students are having a town hall today (8/18) about the budget from 12 to 1:30.

## **2) Budget reduction discussion:**

Where we left off: last meeting Senate summer cabinet approved the ranking of a final list of criteria that could be used to evaluate instructional programs in the first step of a process that would result in a short list of programs that might be considered if cuts to the College's instructional budget are required. We did not decide, though, on next steps, and email proposals were made that suggest it be a small group led by Admin to actually create the list. Discussion of who should be a part of this small group - maybe the same group that comes together to prioritize requests for full-time faculty hires? A good amount of data from the Office of Instructional Research on program evaluation is available, and a group will be meeting to look at this. Kristy has invited the instructional deans as well. Kathryn commented that with all the meetings going on around budget reductions, there could be some confusion; today is the first meeting of this group. A comment that we would only look at program reduction after exhausting all consolidation and efficiency efforts.

Not everything related to budget reductions can happen at AC/R&R. Isaac mentioned that we're trying hard to make sure the right people are at these discussions, including non-instructional budget planning. A comment that we need to come up with a list of all non-instructional programs - not a ranked list. Then we have a recommendation that goes to President Nguyen.

There was an additional comment that Kristy made it clear, for years, that program review was not to be used for program reduction or elimination. But with the economic impact of COVID-19 on top of us, we now need to have a method to gather data for "program evaluation".

Sara talked about a process she suggested, with a small group of knowledgeable administrators with a budget background, come up with a list of programs, then the AC/R&R group would put instructional and non-instructional programs into a "bucket" for confidential ranking (by AC/R&R)

Kathryn commented that whatever criteria we develop in the limited time we have available isn't enough to gather a complete set of qualitative data, although we do have quantitative data. At what point can we have programs contribute qualitative data to the program reduction process?

There was a comment that program review (PR) often has holes in it, and some smaller programs have historically not submitted a PR.

Between 9/1/20 and 9/10/20, we won't be holding governance meetings per President Nguyen's guidance. At yesterday's meeting of AC/R&R, Bret Watson confirmed that the instructional budgets also include administrators.

There was a comment that lack of leadership at the College level has made it difficult to understand what our strategic vision really is. We agreed that while we have a College Mission statement, we don't have a recent "vision" of where we want our College to be in a few years.

There was further discussion about where the College mission and vision fits into the guiding principles when we have no clear (updated) vision from the College, other than a singular focus on equity. There were numerous comments that mission and vision are important, but that without a clear vision of the end goal, there wouldn't be a way of achieving that vision. Concern about having mission / vision statements that might not be current with our shared understanding.

A recommendation was made to perhaps incorporate the Student-Centered Guiding Principles into the criteria.

There was a motion to remove item 4 (strategic vision) and 7 (mission) from the criterion in the program reduction elimination draft, and second, that we would add the student centered guiding principles to the document (process) list that is forwarded to AA/R&R, the motion was passed.

Isaac suggested that we step back and talk about non-instructional programs. There was a suggestion that we keep the same set of criteria for non-instructional and instructional programs. Comment that it's difficult for large groups to make progress on operational type work, however smaller groups tend to be more productive in this manner. With small group work, we need to have a reporting out mechanism.

The meeting was adjourned at 11:01 a.m.

Next meeting will be in one week, August 25th, 9:30 to 11:00 a.m. by Zoom