



## MEETING MINUTES

Date: March 19, 2021  
Time: 11:00 AM – 1:00 PM  
Loc: Zoom

### NOTES BY TOPIC

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Land Acknowledgement	Read Land Acknowledgement			
2	Approval of the Minutes	<p><b>Asha Jossis:</b> I'll read the Land Acknowledgement and we can also approve the minutes. Has everyone had a chance to review the minutes?</p> <p><b>Sam Connell:</b> Can I add something to the minutes. Yesterday, I forwarded everyone the summary presentation by the facilities masterplan group, so I'd like to include that in the record. The minutes don't fully record what I said, which is fine. I'd like to voice my support for whatever we can do as a committee to make some of this stuff happen, to recommend it to the president. I also wanted to know what the yellow highlights were in the minutes?</p> <p><b>Martha Rubin:</b> I highlighted this because it was not a complete sentence. Maybe, she fixed it.</p> <p><b>Asha Jossis:</b> I will take your comments so that they can click on the comments and take them to the presentation you were referencing. Would that work? With those changes, do we have a motion?</p>	Student and President's reports given.	February minutes will be reviewed at the 4.23 meeting.	




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		<p>Martha Rubin: Could we check and make sure that Negar's name is spelled correctly. It is Negar...not Nagar.</p> <p><b>Josephine Yen:</b> Under voting members for students, I wanted to check...Iman Haq is not a voting member. I just wanted to make that change.</p> <p><b>Asha Jossis:</b> Should we make these corrections and bring these minutes back?</p> <p><b>Lené Whitley-Putz:</b> I think we need to bring these minutes back. We need to make the corrections. Sam, it is so hard to determine when the minutes are too granular. I want to make sure we captured what you said about feeling like the minutes petered out at the end. Are there important parts of your update that are missing that should be included?</p> <p><b>Sam Connell:</b> I did not have access to the presentation until. Following our meeting. I was petering out because I did not have the whole thing in front of me. I had a few screenshots. Yes, I could edit more.</p> <p><b>Lené Whitley-Putz:</b> To clarify, you would like to add more data now that you have the presentation?</p> <p><b>Sam Connell:</b> There are five sections on proposed areas of change. There were far more things, like the outdoor classrooms, That is not in there. I could give you a list of the five things I mentioned.</p> <p><b>Lené Whitley-Putz:</b> That would be great.</p> <p><b>Asha Jossis:</b> Send me the updates and I'll make the changes.</p>			
3	Student Report	<p><b>Asha Jossis:</b> Do we have any students here for a student's report on what's been happening with</p>			

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		<p>Black History Month, Women’s History Month, or the upcoming Muslim History Month?  <b>Josephine Yen:</b> Black History month was amazing. We had an event with Minnijean Brown. Women’s History month is ending today and with the upcoming Muslim heritage month, we’re starting off with welcome week. We have great speakers and student-led events and we are working on the API month. Then ASFC updates....our Basic Needs Town Hall occurred. Elections are coming and legislative visits and general assembly.  <b>Asha Jossis:</b> Thank you for that.  <b>Lené Whitley-Putz:</b> It would be nice to have some kind of official commendation of the two students who represented Foothill yesterday at the Chancellor’s Courageous Leadership symposium. Abhi and Miriam presented the students so beautifully. We need top acknowledge their eloquence and professionalism. They spoke beautifully.  <b>Marsha Rubin:</b> So well said.</p>			
4	President’s Report	<p><b>Asha Jossis:</b> I’ll read the Land Acknowledgement and we can also approve the minutes. Has everyone had a chance to review the minutes?  <b>Sam Connell:</b> Can I add something to the minutes. Yesterday, I forwarded everyone the summary presentation by the facilities masterplan group, so I’d like to include that in the record. The minutes don’t fully record what I said, which is fine. I’d like to voice my support for whatever we can do as a committee to make some of this stuff happen, to recommend it to the president. I also wanted to know what the yellow highlights were in the minutes?  <b>Martha Rubin:</b> I highlighted this because it was not a complete sentence. Maybe, she fixed it.</p>			




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		<p>back to you and others. I'm hearing you and we are implementing things, but I will put my response in writing. In regards to Collegiality in Action...I will put some questions into the memo in terms of what you are hearing on improving our governance structure to put into our handbook. I will also submit an invitation around an actual redesign of the governance structure. There has been so much consternation around the governance structure. Some faculty say that this might not be working for them, so while we improve our current structure, I will send out an invitation of actually doing another redesign if people feel so strongly about elements of it. More than happy to answer questions. Thank you for your great work.</p> <p><b>Martha Rubin:</b> We should be getting the RP report soon, by the next meeting. We'll have that and be able to discuss with them. We'll discuss with the council and then send it out to the Senates and other councils. Perhaps we can then have a Town Hall discussion? We should have final recommendations to you in June.</p> <p><b>Bruce McLeod:</b> Thuy, I wanted to ask you when you envisage these community building activities to take place, in general...We can program for that.</p> <p><b>Thuy Nguyen:</b> We are on the same page. It depends on safety and our capacity. Summer or maybe even the spring?</p> <p><b>Asha Jossis:</b> Moving over to Josh for the Classified Senate Proposal...</p>			
5	Compensation for Classified Senate Participation in Governance	<p><b>Josh Pelletier:</b> There is something I would like to share as there has been a development at our sister college that I think is worth acknowledging as part of the conversation. This was a statement that was put out yesterday by the president's office at</p>	Motion: C&C supports continued collaboration between administration and Classified Senate to develop support for		



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		<p>De Anza college. They have been working with the Classified Senate officer Heidi King and the Classified Senate at De Anza put forward this college-wide resolution from the President's office and I will leave it up here so people can absorb it. The statement... "recognizes that some classified professionals feel tension or struggle with their supervisors over college shared governance commitments. We understand that labor law requires a maximum 40-hour work week. Classified voices are important and critical to student success and retention, etc. With this in mind, they are committed to the following..." I want to provide this as context. Classified professionals in all areas of the college can reserve. Up to 10% of their scheduled work hours each week. For examples, up to four hours if the individual works 40n hours a week to participate in shared governance or other shared governance committees. Managers and supervisors will actively work with classified staff to balance office workloads so all classified professionals may participate in shared governance if they choose. Supervisors will work with classified professionals to adjust schedules as necessary. It is the purview and responsibility of management to adjust the workload so participation in shared governance is considered part of the work week, not as duties scheduled on top of the regularly scheduled work week." This was made public yesterday and I would encourage Foothill to do something similar. We like everything that De Anza has, but would want to add that there would be a budget at Foothill to make sure that people who do qualify for overtime compensation over 40 hours, that would not be everybody every month, would be able to claim that time. I would like to add that Mike Mohebbi and I have started having conversations</p>	<p>classified representation on the councils. We encourage exploration of how we can include the voices of central services in governance. Motion passes.</p>		




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		<p>with the administration at Foothill about determining what a reasonable number would be to allocate overtime compensation for classified employees, so thank you Thuy for directing Simon, Kristy, and Laurie to work with us and Bret as well. Mike and I have started outing some figures together so we can start having a conversation about what would be reasonable and to start establishing parameters for people claiming overtime. Questions and feedback?</p> <p><b>Lené Whitley-Putz:</b> Thank you. I think it is really important to understand what our sister campus is doing to make sure we have parity, if not an even better approach. An open door is an amazing opportunity for participation across our campus, but when we have a structure in place that has not been as inviting to our classified professionals, I think it is important to go one step beyond an open door and make that invitation as welcome as we can. As part of our assessment of governance, we can do a landscape review. We need people's expertise so that might be a really great place for classified staff who don't want to serve on a Council to actually serve and participate. If we make it very clear that there are different areas we consider 'governance' it might clarify for supervisors what activity their staff are working on. I would advocate for a transparent open structure that allows us to see what areas of governance there actually are.</p> <p><b>Josh Pelletier:</b> I like that idea.</p> <p><b>Mike Mohebbi:</b> A great point. There is a resource for what the roles and responsibilities actually are. If you can help us consider what is part of the work, that would be helpful.</p> <p><b>Asha Jossis:</b> Sam and Laura...</p>			





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		<p><b>Sam Connell:</b> District employees are in a liminal zone who are not part of the process. They would be very valuable.</p> <p><b>Laura Gamez:</b> Our council is super supportive to make it equitable and easier for colleagues to participate. To Thuy and maybe Simon, the request is budgetary. Where does C&amp;C come in. Should this go to R&amp;R for the budget? We want to make sure this conversation is taking place in the right place.</p> <p><b>Thuy Nguyen:</b> Josh and Simon?</p> <p><b>Josh Pelletier:</b> In response to Sam. The idea of creating this overtime budget...what De Anza has done gets us 90% of the way to where we want to be. Creating an overtime budget takes the barriers down to zero. Presumably there should then be no reason why people cannot participate. We'd then be in alignment.</p> <p><b>Simon Pennington:</b> In terms of C&amp;C, part of your remit is governance and when the shared governance system was designed it was imagined that this system would need to be amended. This is part of that. As Josh mentioned, Mike, Kristy, Laurie, and I met yesterday and had positive initial discussions and we are looking forward to coming together to agree on a solution that will support our classified colleagues and make sure they are properly supported as their voices are properly supported.</p> <p><b>Lené Whitley-Putz:</b> I think it is great that this is reducing barriers to reducing barriers. I am not willing to say that this is reducing barriers to zero. For students we have implicit bias and stereotype threat...we need to engage in professional development to empower classified employees. We all need training to help us and empower people to actually take that seat at the table.</p>			




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		<p><b>Josh Pelletier:</b> I agree with you. There are other barriers there, but this will go a long way.</p> <p><b>Thuy Nguyen:</b> Thank you to our classified professionals. Very much want to explore the possibilities. There is a budgetary ramification. We'll need to pare out the details. All of that said is I would request that C&amp;C would enable another conversation. Simon, Kristy, and Laurie are working on the details...Sam, your comment on central services colleagues, what is our ability to hear their voice? It is more than just about overtime, it is about creating more voices, diversity in voices. Research has shown this always makes better decision making. I don't like to post something that does not mean much...I want to post something that will be in the governance handbook.</p> <p><b>Mike Mohebbi:</b> I'd like to echo what you said. This is moving at lightning speed. This happened yesterday. To come to this committee and have this response. I am uplifted by what Thuy said. We are coming to you guys with a proposed model and this is a negotiation point. We all want the same goal.</p> <p><b>Asha Jossis:</b> We are not voting today, we'll come back with a concrete plans and will come back on April 23<sup>rd</sup>?</p> <p><b>Thuy Nguyen:</b> It might be May.</p> <p><b>Sam Connell:</b> Can we make a motion?</p> <p><b>Bruce McLeod:</b> I think we should go on record.</p> <p><b>Lené Whitley-Putz:</b> We support continued collaboration between administration and Classified Senate to develop support for classified representation on the councils. We encourage exploration of how we can include the voices of central services in governance.</p> <p><b>Thuy Nguyen:</b> All of that being explore. I cannot commit to central services. We will come back to</p>			




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		<p>you with a dollar amount on the 23<sup>rd</sup> or the next meeting.</p> <p><b>Laura Gamez:</b> C&amp;C would vote on the dollar amount?</p> <p>Thuy Nguyen: It costs money. We have done some preliminary numbers.</p> <p><b>Josh Pelletier:</b> It will take us a month or more to run those numbers. We'll get it to a place where it makes some sense.</p> <p><b>Thuy Nguyen:</b> I support the spirit of you motion, but I want to give classified employees choices.</p> <p><b>Asha Jossis:</b> We have a motion on the table. Is everyone okay with recalling what Lene said? Lene was gracious enough to put it in the chat (reads motion again). Can we get a vote. Motion passes.</p> <p>Thuy Nguyen: Can I close this item. In our statewide webinar yesterday on courageous leadership, you will hear my hats off to our classified senate leadership in the work they have been doing on equity. Lifting and amplifying student voices and creating community among in a very diverse group. I want to thank them very much for their leadership.</p> <p><b>Asha Jossis:</b> We are ten minutes ahead of schedule. We are going to have a break. Be back at 11:55 or 12:00</p> <p><b>Lené Whitley-Putz:</b> 11:55</p>			
7 & 8	Council Meeting norms and Breakout sessions.	<p><b>Asha Jossis :</b> Is everyone back?</p> <p><b>Lené Whitley-Putz:</b> Just Tri-chairs and facilitator back so far.</p> <p><b>Martha Rubin:</b> We have 17 people. Do we want to make breakout groups larger?</p> <p><b>Asha Jossis:</b> A break for C&amp;C council for our meeting norms...</p> <p><b>Bruce Mcleod:</b> It struck me that we might want to adopt the 50-minute hour that governs classes.</p>	Motion to recommend a 50-minute hour with a ten-minute break to all governance councils and for all meetings. Motion passed unanimously.		




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		<p>Zoom is deceptive, but as leaders we should consider the effect of these long meetings. Thoughts?</p> <p><b>Ellen Judd:</b> I am in favor of that proposal.</p> <p><b>Laura Gamez:</b> I totally agree. I think we are tied to our chairs and desks. Having those five or ten minutes allotted is a great idea.</p> <p><b>Asha Jossis:</b> A vote to make this part of our norms?</p> <p><b>Bruce McLeod:</b> Yes and encourage the other councils to do the same.</p> <p><b>Sam Connell:</b> I second that</p> <p><b>Asha Jossis:</b> The motion is a 50-minute hour with a ten-minute break. All in favor? It passes. From now on a 50-minute hour and a ten-minute break.</p> <p><b>Laura Gamez:</b> How do we suggest we recommend this to other council?</p> <p><b>Bruce McLeod:</b> We send out a memo to suggest.</p> <p><b>Asha Jossis:</b> I will give the floor to the tri-chairs to explain the activity.</p> <p><b>Laura Gamez:</b> We want some guidance to help us shape the balance of the year. We have done a lot and made progress, but we want input on spring quarter. We will go into breakout rooms to address questions. Which questions have we addressed? What have we covered this year? What should we do for the rest of the year? Anything we should not address? Any adjustment activities? Somebody in the breakout rooms will be the scribe. Any questions?</p> <p><b>Lené Whitley-Putz:</b> I'll answer questions. We ant to give you plenty of time to engage in the conversations. There meetings will go really fast. We should be prioritizing our time. (30 minutes later)</p> <p><b>Asha Jossis:</b> We are at the report out stage. Start with room #1</p>			



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		<p><b>Lené Whitley-Putz:</b> Can we just go slide by slide?</p> <p><b>Laura Gamez:</b> Which questions have C&amp;C addressed?</p> <p>Sam Connell:</p> <p><b>Martha Rubin:</b> we feel confident about service leadership and the governance assessment. It seems the council is in agreement about this.</p> <p><b>Laura Gamez:</b> Yes. Second slide. What should C&amp;C prioritize for the rest of the year?</p> <p>Gay Krause: A lot of the things that came out focused on community post-COVID.</p> <p><b>Abhiraj Muhar:</b> We talked about student empowerment. How the onboarding process can be improved. More collaboration between the constituency groups. Student empowerment was a big focus.</p> <p><b>Priya Vasu:</b> Our group discussed faculty professional development. Shared governance onboarding and outreach in general.</p> <p><b>Ellen Judd:</b> We also talked about the evaluation of governance.</p> <p><b>Simon Pennington:</b> We have an opportunity has an opportunity to redraft our governance process.</p> <p><b>Lené Whitley-Putz:</b> I am moving a few things around, It is interesting that these fall into the categories. More student participation in governance. This goes hand-in-hand with what we are talking about with classified staff. More training and better capturing more voices.</p> <p><b>Martha Rubin:</b> We talked about reaching out to engage with everyone to be part of governance.</p> <p><b>Abhiraj Muhar:</b> We had a lot of action things. Our governance does not have a click on the website home page. We need to make sure the information is available to everyone. Using time wisely is important, we need the break and cutting down our meeting times. Negar joked that many meetings</p>			




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		<p>could be done via email. The onboarding process. Student quad chairs! C&amp;C could put this forward as we talk about the redesign. Students would be willing to do so and engaged in the conversations.</p> <p><b>Lené Whitley-Putz:</b> I am 100% behind this. Can we do this right now? Can we compensate students for their time?</p> <p><b>Abhiraj Muhar:</b> We do have a little compensation. Should be on the school, not students, not from ASFC. We do have shared governance scholarships.</p> <p><b>Simon Pennington:</b> To your question...quad chairs. The design group in 2017/18 did discuss this that they did not want to take student time. But, this could be part of the redesign project, if you want this. In context, this was discussed, they took the decision not to have quad chairs, but we can amend this.</p> <p><b>Priya Vasu:</b> Not so much time, but compensation. Governance meetings are only once each month, so there are students who can make these meetings. It is up to us to provide compensation and training.</p> <p><b>Lené Whitley-Putz:</b> Quad-chair does not meet just once each month.</p> <p>Priya Vasu: We have students who are interested. More of a time commitment, but this is another leadership opportunity.</p> <p><b>Martha Rubin:</b> Use your time wisely. We have ideas to make motions. How can we make this a swifter process. Is there a way to address the issues to make a recommendation to get this to Thuy. Hopefully, this is something we can work on in our new structure.</p> <p><b>Abhiraj Muhar:</b> If you go to our website and look at our governance graphic...what is the missing centering point for our governance system?</p>			




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		<p><b>Sam Connell:</b> That matches the whole idea of onboarding. If I had some idea of my role, I might be more productive.</p> <p><b>Lené Whitley-Putz:</b> I want to complicate it more. Sometimes, we made a recommendation to the President and maybe we should have followed a different path. That piece in the center is not the president's cabinet, but some type of body that represents AS, CS, and the President's office. The missing hub.</p> <p><b>Abhiraj Muhar:</b> When the student letter came out, a lot of those concern]s could be funneled through there.</p> <p><b>Asha Jossis:</b> It is 12:59 and we meet on April 23.</p> <p><b>Martha Rubin:</b> Could we put out a motion for our charter on our subcommittee on service leadership? We are asking for that group to be formed by the end of the winter quarter.</p> <p><b>Lené Whitley-Putz:</b> I see your post Bruce. We won't be voting to agendize these on the Jam Board. We have some things we have planned for April and we'll incorporate these after that.</p> <p><b>Asha Jossis:</b> Are you asking for a vote Martha?</p> <p><b>Martha Rubin:</b> I wanted to make sure everyone knew we are going forward with the group (subcommittee).</p> <p><b>Asha Jossis:</b> See you all on the 23<sup>rd</sup>.</p>			

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

Prepared by:



## MEMBERS PRESENT

### Voting

Tri-Chairs: Matha Rubin, Laura Gamez, Lené Whitley-Putz

Administrator: Betsy Nikolchev

Classified Staff: Jackie Lauese

Faculty: Name Sam Connell, Brice McLeod(FT), Ellen Judd (PT)

Students: Jozephine Yen, Negar Bagheri

### Non-Voting

Ex-Officio: Simon Pennington, Vanessa Smith, Sophia Kim, Teresa Ong, Gay Krause, Abhiraj Muhar

Recorder: Melia Arken

Facilitator: Asha Jossis