

## MEETING MINUTES

**Date: December 14, 2018**

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

**Loc: Krause Center for Innovation**

*Item 1: Approval of Agenda and November 30th Meeting Minutes*

Presenter: Simon Pennington (Facilitator)

Minutes approved by consensus.

*Item 2: Presidents Report*

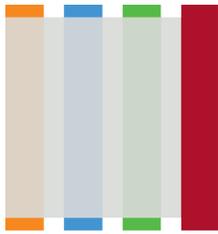
Enrollment for Winter 19 classes looks both good and bad. FTES is down but productivity is healthy. The College's goal is to be flat in enrollment, and to stay within the budget. Part of that budget is productivity. Summer and Fall quarter came in at 517, so we're healthy on the productivity side for now.

Earlier this week the Board voted for to approve the Supplemental Retirement Plan (SRP) for faculty and classified staff. These retirements will allow wiggle room for layoffs. January going into February is when the College expects to layout the full college reorganization in light of the budget reductions. With SRP, the challenges are that the College can't rehire those positions for 3 years, so they will be backfilled with part time positions. Additionally, we have \$460k from the State to hire full time faculty for AY 19-20. The Revenue and Resource committee have recommended hiring 6 full time faculty for next year. President Nguyen is debating between 5 and 6 new hires to be conservative, but there are plans to move forward with those new hires. Because the College did not hire for this year, that allotment of money is being used to for part time faculty to make sure there are classes available for students while providing part time faculty with work.

*Item 3: State Vision for Success Goals at the College*

Presenter: Thuy Nguyen (President)

The Vision for Success Goals are the strategic goals the Chancellor's Office has set forth this year. A review was completed by the Board of Governors to assess the possibility of system wide goals, dished out in July 2017. In the document there is some



commentary about the SB 361 funding formula and there were hints then that it should be replaced and to implement a new funding formula. Tomorrow the college districts are supposed to make the commitment of beginning a process (ending in May) to incorporate the success goals into the College/District's goals.

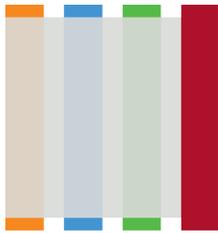
I. Escoto inquired about what process could be put in place to solicit ideas, and recommended Academic Senate be a place for faculty to engage in discussion around the Vision for Success. He also mentioned the governance committees as a place to garner feedback. A. Cervantes suggested gathering input via Division meetings. President Nguyen proposed that this Council look at the strategic objectives for next year starting around April and incorporate the Vision for Success goals. She noted that the timing of this is a bit challenging because we anticipated finishing the College's strategic objectives by the early part of June, but the May deadline asks us to start the process in March. K. Maurer suggests incorporating all of the governance committees in the March meeting and not just Advisory Council.

Item 4: Partnership Resource Team Feedback

Presenter: Simon Pennington (Facilitator)

I. Escoto noted that Academic Senate's discussion after the PRT visit was around what to put in the plan. What would be the focus and what resources would be needed? Senate's first priority is to pay for part timers to participate. The second is for an increase in communication to constituents. From the activity around assessing the governance structure, he reported that Senate suggests having someone help assess the governance structure. S. Pennington reiterated that there is a lot of work to do and just not enough people. President Nguyen noted that strategically the College wanted to do a few things: 1) Pay for part time faculty to participate in governance, 2) Allot 10k for resources to support the functioning of the committees, and 3) Provide each of the committees with a professional development opportunity related to the duties of their committee. Program Review doesn't require professional development and Equity has their own allotment of funds they can use for training and consulting.

President Nguyen also announced that the new AVP for Marketing and Communication is Simon Pennington. Simon's role as Chief of Staff will be to help manage the communication and engagement piece in governance—one of the noted concerns from Senate. As for assessing the governance structure, President Nguyen isn't sure if money should go to hiring a consultant because we haven't even assessed ourselves yet. The proposal is to not expend the money for it this year, but potentially go out for PRT next year and use that money. Other concerns mentioned included the practice of sustaining professional development training over the years, particularly for new committee members, and the expectation of extra time toward governance endeavors. S. Negus wanted to foreshadow that he's proposing an agenda item for next year to form a part-time committee to streamline part time efforts.



**OUTCOME:** Should the Council approve the Institutional Effectiveness and Innovation Plan, adding engagement of part time faculty, overall communication and evaluation as part of the governance activities, to continue consulting on service leadership, to provide funding for logistics for governance committees as well as professional development, with the caveat that funds not be expended for program review or equity?

Motion approved.

Item 5: Mid-Year Governance Summit

Presenter: Thuy Nguyen (President)

President Nguyen suggested to the group that the January date for the Mid-Year Governance Summit may be unrealistic due to a number of factors including time with the new model and competing College deadlines and priorities. President Nguyen plans to cancel the January 18<sup>th</sup> meeting and will reschedule for after January.

Item 6: Stanford “D” School Design Thinking Professional Development

Presenter: Thuy Nguyen (President)

This information/discussion item was postponed to January 2019 due to lack of meeting time.

Item 7: Foothill College Management Re-Organization

Presenter: Thuy Nguyen (President)

President Nguyen present three charts displaying the new management reorganization. Yellow positions indicated no change in the current role. Orange positions are redesigned positions, and green were new positions. Red indicated eliminated positions. Historically, outreach around organizational change has been scattered and uncoordinated so I. Escoto would like to share the charts with Senate so they can accurately understand the reorganization. He asked that Council be notified when the charts are published.

Highlights from the chart include:

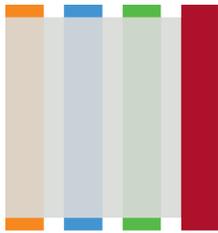
- Three general-fund administrative positions have been eliminated.
- The College will eliminate the Director of Facilities position.
- The supervisor of the Sunnyvale Center will report to the AVP of Finance.

- The Dean of Apprenticeships is a new position created due to the number of students and sites that need to be managed and were existing without proper oversight (4100 students served). The Apprenticeship dean will be paid with money out of the Montoya Fund and not general fund money.
- The Director of Financial Aid will report to the AVP of Student Services.
- The DRC supervisor position was eliminated after the incumbent employee left. The same is true of the Dean of the Sunnyvale Center.
- The Dean of Bio-Health Sciences resigned, effective Jan 2<sup>nd</sup>. Administration would like to move Biology to the STEM Division (currently called PSME). The remaining programs are Allied Health programs and a new position Director of Allied Health would be created.

Questions arose around who the remaining BHS programs would report to and all the considerations involved with moving a Dean position to a director position. Escoto noted the need for feedback from Biology faculty regarding the move. P. Starer stated that the Senate will need to look at how the Allied Health programs are being represented in Senate...how will the Allied Health programs feel about this change? L. Ly pointed out that the new STEM division would have 30,000 annual enrollments (almost as big as Business and Social Sciences). A. Cervantes inquired if there would be any opportunities for the addition of a part time administrative assistant to support the change. R. Subramaniam asked if the Dean of Apprenticeships could also manage Allied Health. Both T. Ong and Starer noted the scope of the Apprenticeship position doesn't allow for this; the Apprenticeship position is funded with categorical funds.

K. Maurer asked if the Dean of BHS would have been eliminated if not for the resignation. Is there a broader need to look at all the Dean positions? She stated that it would be good to have more data on this. President Nguyen responded that the move of Biology to STEM had been mentioned by lots of people for many years. There has been some discussion about what happens to the productivity of the BHS division if Biology leaves. Subramaniam noted that STEM is already a meta-major for the guided pathways, so this move makes sense. Starer provided some history and pointed out that the academic deans are already reduced in number (from eight to, potentially, four). Maurer expressed that this move would not be a surprise to anyone in PSME. They are down to four divisions and she is concerned about the workload for the deans. President Nguyen mentioned that the move to guided pathways with the larger meta-majors, makes this the right move for the right time.

Maurer wanted to know what areas of the reorganization were open for feedback. She reflected faculty concern around "Admin-creep" and the change in the ratio of faculty to administrator. She expressed the importance of demonstrating where and how these new AVP positions, Dean of Equity, etc. help and support faculty and students. R. Nguyen asked where the deans would be located (physically), inquiring about faculty's ease of access to their deans.



On January 18<sup>th</sup>, a full college reorganization will be discussed with all positions included. All ACE and SRP changes will be official and made public. The week of Jan 21<sup>st</sup> and Jan 28<sup>th</sup> are on hold for a Town Hall to discuss the college re-org. On February 1<sup>st</sup> the College re-org (with all feedback) will come the Advisory Council for a final read. The committee agreed unanimously that the reorganization chart should be shared with the college.

Meeting adjourned.

### **MEMBERS PRESENT**

#### **Voting**

Tri-Chairs: Thuy Nguyen, Anthony Cervantes, Isaac Escoto

Administrator: Betsy Nikolchev

Classified Staff: Vacant

Faculty: Kathryn Maurer (FT), Sean Negus (PT)

Students: Jashandeep Chahal, Sissi Hu

#### **Non-Voting**

Ex-Officio: Vanessa Smith, Elias Regalado, Paul Starer, Bret Watson, Ram Subramaniam, Teresa Ong

Recorder: Adrienne Hypolite

Facilitator: Simon Pennington