



## MEETING MINUTES

Date: March 20, 2020

Time: 1-3 p.m.

Loc: Zoom

### NOTES BY TOPIC

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Introduction/Agenda Approval of Minutes	Isaac moves to approve, Mike seconds	minutes approved unanimously		
2	Student's Report	<ul style="list-style-type: none"><li>Leo: campus council meeting Thursday, went over the COVID-19 situation and student concerns; went over some budget for the rest of the quarter; helped Simon with some videos he was working on</li></ul>			
3	President's Report	<ul style="list-style-type: none"><li>We had a college wide Zoom townhall with the students</li><li>Is everyone exhausted? (Current state of the situation)</li><li>One of the key elements of emergency response is communication; we have been doing a lot of communication, any thoughts on additional things we can be doing to be accurate, strong, but not overwhelming</li></ul>			

Prepared by:



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		<ul style="list-style-type: none"><li>• One of the daily components of communication is the President's Daily Briefing so thank you for joining; DeAnza and a lot of colleagues finding these useful; not only to push out information but also to problem solve</li><li>• A lot has changed since we last met as a Council; things are happening fast!</li><li>• Bond passed; parcel tax did not pass; more to come on when we can start doing issuance; etc. (Monday when talking about the economy)</li><li>• Unique about our response is that we are a quarter system; classes starting in three weeks; finishing up the quarter but starting the next</li><li>• Student Zoom: PSA videos; to help us get through this; interesting questions and comments particularly the Allied Health program; a very unique situation because hospitals have ended all clinical trials</li><li>• We were able to answer a lot of questions, but a student asked about finals in regards to making certain requirements for faculty when it came around finals</li></ul>			



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		<ul style="list-style-type: none"> <li>• Will connect with student and get back to the Council</li> <li>• Movement by students to just move to Pass/Fail and not having finals at all</li> <li>• Audio version of the Zoom call will be made available</li> <li>• Marketing is putting in place a regular check in with the students on Wednesday and Thursday every week</li> <li>• Online textbooks: we need to accelerate that conversation; free up our bookstore</li> </ul>			
4	<p>Check in on the recent developments necessitated by the COVID-19 emergency. Feedback and comments on campus constituencies and their needs</p>	<ul style="list-style-type: none"> <li>• Isaac: Faculty are feeling overwhelmed; quarter system moves quickly and especially right now trying to end a quarter and start a quarter soon after; flex week is helpful, but not enough; a lot of implications</li> <li>• Isaac: internet bandwidth and speed; issues with continuity; especially at home when all members of the family are using; also, not a lot of students have a lot of bandwidth capacity; so how are we delivering classes knowing that (equity issue); everything is moving quickly; and the issues we have now can be used for the future as they might come up; folks are grateful of the</li> </ul>		<p>We will check in again on April 27. Council members will continue to solicit feedback/recommendations from their constituents.</p>	



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		<p>communication that is going on; community in general is appreciative of the briefings; if certain decision points need to be made it'd be helpful to know ahead of time</p> <ul style="list-style-type: none"><li data-bbox="751 553 1150 672">• Amy: Meeting with Joe regarding technology concerns; will report back after the meeting</li><li data-bbox="751 683 1150 1057">• Betsy: staying connected has been invaluable; working with underserved students and community partners, they are appreciating that they can stay in touch during this time; we are in for the long haul so we need to pace ourselves and be mindful of the different elements that people are weighing; thank you all</li><li data-bbox="751 1068 1150 1187">• Mike: Classified going through a heavy lift; they are feeling the strain personally and technology</li><li data-bbox="751 1198 1150 1317">• Student Services-proud of their lack of concern for themselves and more so concerned for the students</li><li data-bbox="751 1328 1150 1502">• Displeasure at the beginning of this crisis when it was decided that classified would remain on campus; quickly realized that administration is doing their best; really nice</li></ul>			



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		<p>that the community is coming together</p> <ul style="list-style-type: none"><li>• Isaac: Will provide verbal reassurance to faculty</li><li>• Leo: we have to pay attention to final exams; students don't feel ready, some feel professors are being very accommodating; there are very different sentiments</li><li>• Amy: professors are approaching finals differently; please let us know what issues students are facing as we address all points.</li><li>• Leo: A lot of concern is coming from international students because they have to travel back to their country especially with the uncertainty of what is going on</li><li>• Fear of getting the coronavirus</li><li>• Thuy: What are students specifically asking for; something similar to what Stanford is doing?</li><li>• Leo: administration cannot enforce a general exam for all students/classes; final exams replaced by a take home option or assignment so that is gives them a couple of days to work on it;</li></ul>			



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		<p>students feel grades are being compromised</p> <ul style="list-style-type: none"> <li>• Thuy: Canvas training for faculty; other decision point is in regards to commencement</li> </ul>			
5	<p>Assessment of Reorganization: AC members will share feedback from constituents.</p>	<ul style="list-style-type: none"> <li>• Isaac: memo sent out; Academic Senate has not been able to get feedback on this; we need more time to provide feedback</li> <li>• Betsy: Valerie shared two significant issues; 1. The elimination of positions that were created during the reorg, concern around how that would be impacted; 2. Open-ended nature of the survey and guided questions to specific feedback being provided</li> <li>• Mike: we are not eliminating positions; if something is not working we can reorganize again</li> <li>• Anthony: How does the community reach out regarding this?</li> <li>• Ram: Major concern was the place where the survey was posted online; anyone could go in and response even if they are not affiliated with Foothill; it needs to be contained</li> </ul>	<p>Take down reorg survey and assess whether to conduct again in fall 2020.</p>		



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		<ul style="list-style-type: none"><li data-bbox="751 363 1150 613">• Amy: Mike you don't have to take responsibility; I was trying to make the point that if we are not going to make certain changes after receiving feedback, then why are we requesting feedback and putting out a survey</li><li data-bbox="751 618 1108 678">• Isaac: feedback regarding requesting an AVP</li><li data-bbox="751 683 1150 964">• Thuy: timeline needs to be extended to allow the opportunity for more feedback; do you want to extend the deadline; do we even go to governance with that question; do we take down the website with the survey?</li><li data-bbox="751 969 1136 1062">• Isaac: a lot of feelings about how decisions are made regarding budget cuts</li><li data-bbox="751 1066 1108 1224">• Regarding consolidation: creates a disconnect between faculty and staff; this move has gutted the sense of community</li><li data-bbox="751 1229 1150 1289">• Changes in the Equity Office; lack of communication</li><li data-bbox="751 1294 1150 1451">• Anthony: being downstairs doesn't allow them to receive much feedback; other than a delay in getting issued resolved promptly</li><li data-bbox="751 1456 1115 1507">• Amy: Think about the end goal of what we want from</li></ul>			



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		<p>that feedback and request it from the people who it directly affects</p> <ul style="list-style-type: none"><li>• Thuy: There are so many possibilities that can or cannot be done; the hub has not been actualized and give it another year and reevaluate</li><li>• Do you think this is something we should retract? Do you want an extension of the time? Let me know what that new timeline is today.</li><li>• The website, take it down and do a more internal one.</li><li>• Betsy: This is not about NOT getting input but how we go about it. Big decisions were made; it is important for us to continuously improve; I don't see it productive for it to be open to everyone</li><li>• Mike: separate constructive feedback versus personal</li><li>• Thuy: This is not meant to be a personnel evaluation</li><li>• Simon: Tri-chairs take the feedback and come back to us with how we move forward</li><li>• Thuy: compelled to freeze the website</li><li>• Simon: When should we freeze the website?</li></ul>			




**FOOTHILL COLLEGE**  
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6	Check in on how the AC proposes to conduct PR meetings in April and May. Consider what a Zoom version of the April session would look like	<ul style="list-style-type: none"> <li>• Move program review discussion to next meeting.</li> <li>• Thuy: Program review be moved to the Fall; to free up the remainder of the academic year.</li> <li>• Isaac motion to move Program Review to the Fall</li> </ul> Amy seconds	Program Review presentations to be delayed until fall 2020.		
7	Review meeting norms Public comments	The meeting went smoothly and the group adapted well to the new virtual format.			

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

## MEMBERS PRESENT

Simon Pennington, Amy Edwards, Betsy Nikolchev, Anthony Cervantes, Mike Mohebbi, Cheyenne Cortez, Isaac Escoto, Itzel Sanchez, Danmin Deng, Preston Ni

### Voting

Tri-Chairs: Betsy Nikolchev, Anthony Cervantes, Mike Mohebbi, Isaac Escoto

Administrator: Kevin Harral

Classified Staff: Itzel Sanchez, Danmin Deng

Faculty: Preston Ni (FT), Cheyanne Cortez (PT), Amy Edwards (FT)

Students: Leonardo Blas, Duye

### Non-Voting

Ex-Officio: Thuy Nguyen, Ram Subramaniam, Kristy Lisle,

Recorder: Veronica Casas Hernandez

Facilitator: Simon Pennington

Prepared by: