Attendees:

Nathan Springer, Josh Pelletier, Kurt Hueg, Bret Watson, Zach Cembellin, Kristina Whalen, Doreen Finkelstein, Valerie Fong, Kurt Hueg, Asha Jossis, Kelaiah Harris, Voltaire Villanueva, Joshua Agupugo, Allison Meezan (Online: Laurie Scolari, Lené Whitley-Putz, April Henderson, Nina Haywood, Stephanie Chan, Clifton der Bing, Kathy Perino, Fatima Jinnah, Bebel Yen, Adiel Velasquez)

Facilitator: Voltaire Villanueva

Agenda Approved
Agenda approved by consensus

Minutes:
Corrections submitted by Carolyn Holcroft included in the record. Minutes stand as amended.

Public Comment:
(Nate) A new club…the TedX Club. Feel free to get involved. Information is on the ICCC website.

Student Voice:
(Nate) Nothing new to share. (Joshua) Shared with ASFC the textbook discussions around costs for books. I brought this to the Academic Senate as well. Students were glad to hear that Administration and faculty were listening to their concerns. (Voltaire) The Academic Senate will be discussing Low-Cost textbooks this coming Monday, including the definition of low-cost and how rentals can help with this. (Kristina) Do we need a brick-and-mortar bookstore? If not, could we use that underutilized space? The bookstore hours are limited and it is usually empty. We can begin to consider alternatives to a physical bookstore. Maybe, we could move the store and still sell items like Foothill-branded merchandise where the college gets a bigger percentage of the proceeds. (Joshua) With online textbooks, many students do not see the need to go to the bookstore. The concern would be where we'd sell our merchandise; maybe ASFC could handle these sales? (Fatima) I like the idea of transitioning away from a physical bookstore. At my old university, local bookstores also stocked the required texts. Maybe local bookstores, like Books Inc, East-West, etc., could support our needs? There are students who don't have a residence of cannot come to campus, so it would be good for there to be a way to buy books in person. (Nina) Could we sell merchandise in the Welcome Center or use the classroom next to the library? ASFC students really want to join campus committees, but it is hard for ASFC students to join late-afternoon classes. (Kristina) Thank you for pointing this out. (Josh P.) Visitors to campus want Foothill-branded items so it would be good to have an outlet. Also, gym use in February…where are we with this? (Joshua) We had hoped to get it open by February 1st, but it looks like we'll be ready to go by February 20. Sports teams want to use the gym, so we'll work around them which will also allow us a good gauge for the first month.

(Kristina) Great job. (April) If we did eliminate the bookstore, we'd have to consider Financial Aid and EOPS access. Foster Youth students also use the bookstore. I'd prefer to move the location and not eliminate the bookstore completely. (Bret) We should have a transition committee if we do go in this direction. (Nina) ASFC just approved an Equity and Inclusion officer. This position will be pulling together a committee of non-traditional students (first gen, etc.). (Bret) We'd like a committee to help us make the transition as smooth as possible from our current model. (Voltaire) Sounds like Bret would be an administrative lead. When you guys meet, perhaps come up with a charge, etc., and bring that back to MIPC. (Nate) Another concern…borrowing books from the library is great, but it does not work for online materials. It would be great if we could circumnavigate this as these materials are very expensive.

Tech Committee Reporting:
(Allison) I have had a lot of conversations over the last three months, including with ETS. Academic Senate is looking at where the +1 in 10+1 decision making takes place. In this case, hardware and software, the layout of classrooms, furniture, instructional equipment. Looking at this slide I shared last time, it is fragmented with not a great deal of communication between groups. COOL and the AS talk, the Tech Committee and MIPC talk. ETAC (District Level) and Tech Committee (Foothill) are where we feel all the technology conversation should be funneled. Online learning should expand its purview. The Teaching with Technology committee (online learning) would interface with the Tech Committee. We want faculty input on all instructional technology decisions. ETS is going to move the Tech Prioritization to a monthly memo. (Bret) The resource allocation committee (RAT) should also feed into the Tech Committee. (Doreen) Where would other software like Starfish fit in? (Allison) The Tech Tools Working Group. (Kristina) How did the TTWG come about? (Allison) We don't have this group yet. We do not have a current process for instructional technology and we need more transparency as to where the faculty voice is on these steps, so this is where the TTWG would come in. We propose COOL report to the Tech Committee with the key mission be the Distance Learning plan. For the Tech committee, we are looking at tri-chairs who could report up and down, author the Tech Strategic Plan. (Zach) De Anza's Tech Committee does have this model. (Voltaire) Thoughts about moving towards something like this? (Fatima) Where does Student Services come into this? We have a lot of technology and we need to be involved somehow. (Allison) If it is a purchasing decision, then the Tech Tools and Tech committee. (Fatima) It is not just the software, but helping systems run better. We need back-end support so that our systems run better (like identifying students who are ready to graduate). (Voltaire) Anything that deals with Student Services is supported by ETS and we have a problem as there is no transparency on how decisions are made. (Laurie) Thank you, Fatima. I appreciate this proposal, as we do struggle with all the tools we use in Student Services. This proposed committee could help us review the tech landscape for us. (Lené) This is a fruitful conversation. We are missing a training piece. A person who understands how these complex systems could help us figure out cross training. This is a perfect example of why we need a group who is responsible for these decisions. We don't have that expert right now, and we do not even have the committee to say we need the help. Adding some of the student Services case studies could help us better understand our process. (Anthony) ETS needs us to tell them the 'why' behind the technology and explain the regulations (Title V, etc.) behind the need for each tool. A lot of the time we

purchase tools and only use 25% of each tools capacity. We lose so much and need consultants to help us better utilize these tools. (Laurie) We need Jory to be in these discussions. A lot of the time we are begging ETS to support us and they are already overloaded. Many of the things we are implementing are required by law and we need ETS to help us get the technology and support in place for us to be compliant with the law. (Voltaire) I am conscious of the number of folks that are involved in all these Tech discussions. Do we have the people to serve? (Allison) Perhaps there could be a Student Services subcommittee of the Tech Committee? (Voltaire) What is the will of the body here? Should we process a while or is there action you'd like to take today? (Kristina) I am still wrapping my head around the Student Services discussions with ETS. (Kurt) The Banner user group is primarily integration, changes, registration issues…not super relevant to all of us. (Doreen) Sometimes units go just to ETS. (Kurt) ETS solicits that as they have a work-flow process. (Doreen) The fact that Student Services have to collect data differently for Vision Aligned Reporting, can we use the same system for all reporting as opposed to using, sat SARs and Clockwork in different areas, for basically the same purpose. (Voltaire) Do we task the Tech Committee to do an environmental scan? (Nate) Is there a board of deans that meet regularly? (Kurt) Yes. I want to thank Allison for putting this together. The issue is we do not have a dean of technology. Most college do. We have a District level organization that is a bit hands-off. (Voltaire) Should the Tech Committee make a proposal? (Patrick) The AS for policy, but the recommendation should come from the Tech Committee. (Voltaire) When should we hear back from the Tech Committee? (Zach) I don't think there would be any pushback? (Laurie) Who is on the Tech Committee and are there any Student Services folks? (Zach) The committee is open to everyone. (Voltaire) I encourage folks to reach out to Zach (Allison) There is no current formalized plan for constituent membership as the Tech Committee was thrown together to get the Tech Plan written. (Zach) The Tech Committee could get a recommendation back to MIPC before April. We are trying to get back to a purposeful direction. (Voltaire) We should formalize the Tech Committee's charge and bring it to MIPC. Formalize the makeup of the committee and its charge. (Allison) The last piece of the puzzle is District and ETS as it was challenging to get them into the conversation. (Bret) In the past, the VC of Technology was on the Tech Committee. (Kristina) Laurie has a landscape analysis of all our software in students services…(Laurie) We should have more strategic conversation s with the Chancellor and Jory to get help with the technology alignment. (Kristina) we'll circle back on the administrative leads. (Voltaire) Maybe, we can circle back by March 15…find an administrative lead, create a charter, makeup of the committee, and the decisions they are asked to advise on.

Update on MOU with Muwekma Tribal Leadership:
(Kristina) This body agreed that our 13-55 project (mentor mindset) would sunset. I have been encouraging people to nudge me on ideas. I have been asked what the MIPC 13-55 project could be. In reading the Student Demand letter in the SVE, I feel providing free tuition to Native American students. This is not in the MOU, but I'd like to pursue this for the 616 members of the Muwekma Ohlone tribe. There are a number of people working on this project. We do have movement on cataloguing the collection of Muwekma artefacts and remains and Dean Aaron Korngiebel and Sam Connell are working on this. We are looking to identify land on the campus and an office space for tribal relations. We are conducting archaeological survey on campus

(Sam Connell's classes are doing this work) to identify important sites. (Valerie) I wonder if the library would be an appropriate collaborator for the archiving work? (Nate) We already have two years free tuition for first-time college students. (Kristina) Nearly 70% of our students are part-time. I would like to commit some foundation funds to pick up Muwekma student tuition that cannot be covered by other mechanisms. (Patrick) Thank you. I feel this is the most important agenda item I have seen since I have been at the college. Let's identify the resources to get this done.

Update on Academic Senate Cluster Hiring:
(Patrick) We passed a motion that any faculty who would be serving on hiring committees would be equipped with Dr. Wood and Dr. Harris' text on Equity-minded hiring practices. This text is coming from a post-affirmative action place. The focus is on what candidates have done to serve Black and brown students.

New Business:

Committee Reports:

Facilities and Sustainability:
(Bret) We have a group representative of our campus. We created a taskforce to prioritize the past projects we identified before the Bond was issued but did not get funded. These are projects we'd like to present to the Board if there is money available. The first project is the Dental Hygiene building, then the STEM Center, and finally the Smithwick. (Zach) Is this all of 4200? (Bret) Yes, it is the whole building. We must come up with our priorities. All are important. We will go to the March 4 study session for the Board. We'll have slides and data for each area with experts from each of the areas served by these project spaces. We also have a signage subcommittee. This group is working on the RFP only. After that, we'll go out to the whole campus for input on what our signage looks like. We have about $10.7 million for the signage project. We got input from one of Sam Connell's anthropology classes. They will provide information that we will use in our process. The Lighting project has about $2.7 million. We have narrowed the options down to two designs. We'll test the designs for efficacy and aesthetic purposes. (Kristina) There is a lot of emotional volume around the Measure G projects. I want to check in that everyone is feeling good about our process. We leveraged the existing work and the shared governance body that reports to MIPC. (Kurt) If we cannot get the money for the Smithwick, do we just let it deteriorate? (Bret) Not necessarily. For now, the Board will have to decide where we put our money. If something happens to the Smithwick, we'll have to pull money from other sources. We have a   fixed budget. (Voltaire) My concern, the assumption is that the money will be reallocated. De Anza assumes they will get all the money. I am worried that we'll put a lot of work in and nothing and get nothing. (Kristina) The Event Center was a District project, so from the vice-Chancellor's perspective, that money is now in the District 's purview to reallocate. (Nate) Prioritization-wise, the Smithwick serves a specific subset of the school, so I feel the STEM building would be the best option as everyone has to take mathematics.

Taskforces and Workgroups Reports:

Tech Committee:
(Zach) The majority of our last meeting focused on our earlier discussions. There are some ETAC procedures we are reviewing and also looking at the procurement processes at District. The group meets via Zoom on alternate Wednesdays. The website is being updated. (Voltaire) Should the meeting information be distributed to everyone on campus? MIPC is open to all, should the Tech Committee be open to all as well? (Doreen) Having a link makes folks feel welcome. (Nate) If you do a have a waiting room for security, please provide instructions on the website to allow easier identification. (Nate) Do you have student rep? (Zach) No, but we'd love that!

Standing Reports:

Governance Handbook:
(Josh P.) Janie wanted to talk about MIPC in a narrative structure and I will be supporting Janie in this effort.

Institutional Learning Outcomes:
(Josh) Not much to report. (Valerie) Stephanie, do you have an update of the Foothill Inquires work? (Stephanie) Kerri and I have met and I don't see a schism between Foothill Inquires and the ILO work.

Foothill 2030:
Vision Statement (Josh) We are making progress and the communication plan has been approved.

Affinity Group Reports:

APAN:
(Stephanie) Clifton will be backup for me. Thank you, Clifton for doing double-duty reporting out on LGBTQ activities as well. Several APAN members have been looking at student achievement recognition at the end of the year. (Valerie) There is a student leadership conference and an APAHI conference in April. There is a lot activity around AANHPI events.

AAN:
(April) The BHM website is up and the events for BHM activities start next week.

LGBTQ+:
(Clifton) We toured the campus and hope to present a proposal for a dedicated LGBTQ+ Pride Space very soon.

Announcements:
(Valerie) We are very excited about the upcoming Ethnic Studies Summit on March 6 from 12-3 PM. (Nate) The last Ethnic Studies Summit was fantastic.

(Kristina) I encourage everyone to fill out the housing survey.

(Joshua) We have political awareness activities coming. 18–21-year-olds are not engaged in politics and it is incredibly important that young people engage.

(Doreen) The Classified Staff professional development day will be held on March 1 at Foothill College.

For the Good of the Order:
(Voltaire) Thank you for everyone being here today.

Meeting adjourned at 2:51 PM

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