



Planning and Resource Council (PaRC)

Wednesday, May 16, 2018

MEETING MINUTES

PURPOSE: Participatory Governance Leaders Meeting
LOCATION: Administration Building / Room 1901 / President's Conference Room
TIME: 1:30 PM – 3:00 PM

ITEM	TIME	TOPICS	FACILITATOR (S)	ACTION
1.	1:30 - 1:35	Public Comments and General Announcements	PaRC Tri-Chairs, and all participants	
2.	1:35 - 1:40	President's Report (Board, Chancellor's Cabinet, President's Cabinet)	Nguyen	
3.	1:40 - 1:41	Approve April 25, 2018 PaRC minutes	PaRC Tri-Chairs, and all participants	
4.	1:41 - 1:55	Facilities Project List	Watson	
5.	1:55 – 2:05	Workforce Committee Report	Workforce Committee	
6.	2:05 - 2:20	Program Review Report	Program Review Committee	
7.	2:20 - 2:55	Governance Redesign (first read)	LaManque	
8.	2:55 - 3:15	Guiding Principles (first read)	Nguyen, Watson	

Voting member presented: Debbie Lee, Donna Wolf, Denise Perez, Erin Ortiz, Lan Truong, Marcel Vermeer, Chinwe Idaka, Micaela Agyare, Suzanne Yamada, Paul Starer, Adrienne Hypolite, Thuy Nguyen, Bret Watson

Non-voting member presented: Andrew LaManque, Teresa Ong, Nazy Galoyan, Laureen Balducci, Sean Bogle, Chelsey Nguyen, Jashandeep Chahal, Kristy Lisle, Jennifer Brook, Vanessa Smith, Jordan England, Peter Chow

(1) Public Comments and General Announcements

Global Gala has been moved to June 15, 2018. Ticket sale for the event starts on May 19, 2018.

The third APAN Immigration Stories event will be on May 23, 2018. Four presenters are Teresa Ong, Miloni Gandhi, Lan Truong and Romeo Paule.

According to the Outlook invite, the PaRC meeting is extended to 3:15pm.

(2) President's Report (Board, Chancellor's Cabinet, President's Cabinet)

Thuy Nguyen congratulated Chinwe Idaka for being accepted by UCLA.

Nguyen introduced Jordan England as the new executive director of International Affairs. Laureen Balducci attained new DRC director. Nguyen commented on the Dick Henning fund raising event on May 12, 2018; the event raised more than \$100,000 for service leadership.

(3) Approve April 25, 2018 PaRC minutes

Approved.

(4) Facilities Project List

Watson presented on the list of projects being developed.

https://foothill.edu/gov/parc/2017-18/may16/Bond_List_Foothill_5_14_18.xlsx

The projects in total with Foothill and DeAnza cost 1.3 billion dollars. The maximum amount of the bond is about 900 million, so the amount on the list has been reduced.

Most of the items on the list are facilities items, because the campus is 60 years old and facilities need to be updated. The total costs is about 140 million for infrastructure.

A question was asked if the structures needed to be updated regardless of the bond results. Watson replied yes, but if the bond is not passed, the college needs alternative ways to fund the updates.

Nguyen commented that if the bond is passed, there will be more conversations on the list again, and PaRC should take a deeper look at the facilities master plan. The college needs a bond list to show the voters exactly what they are voting for.

(5) Workforce Committee Report

Teresa Ong presented the workforce report.

[https://foothill.edu/gov/parc/2017-18/may16/Strong Workforce Presentation to ParC.pptx](https://foothill.edu/gov/parc/2017-18/may16/Strong%20Workforce%20Presentation%20to%20ParC.pptx)

Donna Wolf mentioned the Perkins fund is to enhance the academic CTE program.

Nguyen commented that she appreciates workforce putting the CTE money into the formula.

(6) Program Review Report

Escoto stated that this presentation is about the procedures. Program Review Committee will report the recommendations at the June 6, 2018 PaRC meeting.

Paul Starer presented on the Program Review Process.

[https://foothill.edu/gov/parc/2017-18/may16/Foothill Program Discontinuance May 2018.pptx](https://foothill.edu/gov/parc/2017-18/may16/Foothill%20Program%20Discontinuance%20May%202018.pptx)

Starer stated that not all programs offer degree and/or certificates; this is for programs that need resources.

PaRC member commented that they are concerning about First Year Experience (FYE) suspension and the process that follows.

Nguyen pointed out that for FYE and other learning communities, they are doing program review for the first year.

Kristy Lisle stated that every 3 years there is a comprehensive program review. Starer mentioned FYE was not created by the program review model.

Nguyen said the purpose of program review is to get feedback about the program. Nguyen invited the original FYE group to reboot the program. They will design the program together to be successful and for next years' governance redesign, how to improve the program. In times of budget situation, program review process is more competitive because all programs are requesting for resources.

A comment was made concerning the new programs: how to revise the program review for the programs that will be re-launched. There should be a way for the faculty to report to the Deans, before the program is suspended. There are some inconsistencies in the process.

Starer made a counter point that after the president got all the information, she does not have to agree with the recommendations.

(7) Governance Redesign (first read)

[https://foothill.edu/gov/parc/2017-18/may16/Foothill College Governance Handbook 2018-19 v17.pdf](https://foothill.edu/gov/parc/2017-18/may16/Foothill%20College%20Governance%20Handbook%202018-19%20v17.pdf)

Andrew LaManque presented on the governance redesign, with the content of program review that included:

1. Proposal for Program Review in 2018-19:

Each committee will redesign the program review process based on the areas under its charge and propose suggestions for the next year. The Council will review the proposals for consistency and recommend any needed changes back to the committees. The program review process will use self-guided questions in 2018-19 to help inform program review redesign. The Equity and Education committee will review out-of-cycle programs reviews from 2017-18. Identification of programs for discontinuance will be reviewed by the Council which will make a final recommendation to the President.

2. Committee Membership:

There will be 4 committees: Equity and Education, Community and Communications, Revenue and Resources, and College Advisory Council on Educational Excellence. Each committee will have 12 members – 4 Faculty, 3 Classified Staff, 3 Students, and 2 Administrators. Members can serve on only one committee per year. It will be up to the Senates

(Academic, Classified, AFSC) and the President (for administrators) to make decisions on appointments to the committees, including Chairs, terms, and term limits.

3. Study Groups:

There will be no standing subcommittees. However, the creation of a study group for a committee may be deemed necessary to aid in carrying out the committee's charge. Committees may appoint members to one or more study groups that will meet for a defined period of time and present their findings and recommendations to the committee.

The study group will be chaired by a member of the committee. The study group could be made up of some of the members of the committee or the committee could appoint an entirely different group of members from the Foothill community. Where possible each committee will consider its needs during the September Governance Summit and make an announcement at that meeting. This does not preclude the formation of a new study group mid-year.

4. Faculty Prioritization:

A Topic Area for the Council Committee will include prioritization of new full-time faculty hires (all funds).

Vote: PaRC members voted on the current program review process. Nguyen would like to know if PaRC members would like to keep the current process for at least one more year.

Results: PaRC members voted mostly yellow and red.

(8) Guiding Principles (first read)

Nguyen presented on the guiding principles updates.

<https://foothill.edu/gov/parc/2017-18/may16/8Guiding-Principles-Yr3-PaRC-5-16-2018.pptx>

A comment was made about the share impacts, there are still some denials regarding travel and conferences for administrators.

Escoto encouraged PaRC members, faculty and staff to let their representative know if they have any uncertainties.