

**MEETING MINUTES**

Date: February 22, 2019

Time: 1-3 p.m.

Loc: FH Altos Room 2019, Zoom Meeting ID: 128 486 908

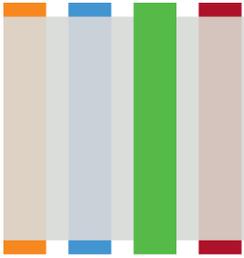
Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/128486908>

Prepared by: Pauline Brown (Recorder)

**NOTES BY TOPIC**

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Roll Call & Approval <a href="#">Minutes</a>	Cheyenne Cortez – new PT Faculty to the R&R Committee  Review the Meeting Minutes from January 18 <sup>th</sup>	R&R committee approved January’s meeting minutes	Post approve January’s meeting minutes on Governance website	Facilitator
2	Future Meeting Dates	March 15 <sup>th</sup> and April 19 <sup>th</sup> meeting dates	March 15 <sup>th</sup> meeting will be shortened due to Governance Mid-Year Summit to a 1 HR  Doodle poll from R&R committee has confirm the move of April 19 <sup>th</sup> meeting to April 26 <sup>th</sup> meeting	Outlook Calendar Invite will be shortened on March 15 <sup>th</sup> meeting from 2 – 3 pm and Tri-Chairs will resume post meeting. There will be another Outlook Calendar invite for the new date, April 26 <sup>th</sup> .	Recorder
3	<a href="#">Governor’s Proposed Budget</a>	Proposition 98  California College Promise Program Extension  SCFF Implementation Adjustments	Reviewed the Governors’ proposed budget and the possible implication it will have on the community colleges		
4	<a href="#">Evaluating College Planning Documents</a>	Based on the Office of the President’s Recommendation the R&R Committee is charged with the Sustainability, Facility, and Technology Plan	Each plan will be assigned to R&R’s three Tri-chair members for review (Denise – Facility, Eric – Sustainability, & Kurt – Technology) and report back to committee	Tri-chairs will review each plan and the committee will revisit the plans	Tri-chairs

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		Proposed process: R&R assumes primary responsibility, but would add additional participants based on appropriate and related position			
5	<a href="#">Facilities Rental Process</a>	Facilities Rental process and funding streams separate from state allocation	Presentation increased the R&R Committee's familiarity with the rental process and the revenue generated		
6	<a href="#">Annual Update Budget Resource Request Process</a>	<p>IP&amp;B is currently testing and working on the request form to come up with trainings (modules/instructions). However, there was a request to move hard deadline to April 12<sup>th</sup> due to the late start in sharing the Request form with programs.</p> <p>The R&amp;R Committee will be reviewing the submitted Annual Update Budget Resource Request Form and formulating a process for review.</p>	<p>The soft and hard deadline for the budget/resource request forms will continue to be in March and the beginning of April. R&amp;R committee will keep April 5<sup>th</sup> as the soft deadline, but continue to accept any forms after the due date. Note that April 12<sup>th</sup> is the hard deadline for submission.</p> <p>There was a suggestion to review the rubric from OPC to help create rubric for the new budget/resource request form. The R&amp;R Committee will look more into it.</p>	<p>Committee will discuss the next steps in review and prioritization process specifically how the committee would like to establish the process.</p> <p>Committee members will consider process to review budget/resource requests, including possible criteria for resource prioritization.</p>	R&R Committee
7	Budget Reduction Phase II Change	<p>Review the President's memo and discuss next steps in light of Advisory Council's recommendation to eliminate decision assistants and move to an instructional hub</p> <p>International Student Program (ISP) shared that the ISP area was strategically designed to consider the student needs and recruitment. There was a request to consider those same strategic planning criteria if ISP was to be relocated due to the instructional hub.</p>	<p>R&amp;R and C&amp;C committee will form a study group that is tasked with looking into the spaces on the Foothill College campus for the Instructional hub (and spoke) model.</p> <p>Parameters to include: strategic design of office spaces, employees who need offices vs. those who don't, meetings spaces that are sensitive to issues for faculty, staff and students, etc.</p>	R&R and C&C will meet to collaborate on forming a joint study group based on the charge from the President	<p>Facilitator Corps</p> <p>R&amp;R and C&amp;C committee</p>



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		President's charge to R&R Committee (and C&C): begin considering next steps/timeline (based on Jun or Dec deadline)			

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

**MEMBERS PRESENT**

Voting

Tri-Chairs: ~~Kurt Huog (Admin)~~, Denise Perez (Classified), Eric Reed (Faculty)

Administrator: Lori Silverman

Classified Staff: Josh Pelletier, Julie Ceballos

Faculty: Sara Cooper (FT), ~~Bruce McLeod (FT)~~, Cheyanne Cortez (PT), Kathy Perino (FT)

Students: ~~Nathan Lutz, Kalina Kuneva~~, Serena Phanitdasack

Non-Voting

Ex-Officio: Jordan England, Elias Regalado, ~~Bret Watson~~, Kristy Lisle, ~~Asha Jossis~~, Lené Whitley-Putz

Recorder: Pauline Brown

Facilitator: ~~Elaine Kuo~~

Guests: Diana Cohn, Matthew Litrus, Daniel Nghiem

**Foothill College Mission Statement**

Believing a well-educated population is essential to sustaining and enhancing a democratic society, Foothill College offers programs and services that empower students to achieve their goals as members of the workforce, as future students, and as global citizens. We work to obtain equity in achievement of student outcomes for all California student populations, and are guided by our core values of honesty, integrity, trust, openness, transparency, forgiveness, and sustainability. Foothill College offers associate degrees and certificates in multiple disciplines, and a baccalaureate degree in dental hygiene.

**2018-2019 Strategic Objectives (E2SG)**

Equity, Enrollment, Service Leadership, and Governance