GOVERNANCE | REVENUE & RESOURCES

MEETING MINUTES

Date: Oct. 19, 2018 Time: 1-3 p.m.

Loc: FH Council Chambers Room 2018

NOTES BY TOPIC

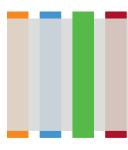
ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
	Introductions & Roll Call	Onboarding of students into the	Facilitator assigned each Tri-chair	Tri-chair will reach out to each	Tri-Chairs
	New Governance Structure Recap	R&R committee.	with a student for onboarding.	student to get to know them and	Kurt H.
	Governance Summit Review			provide more context to the items	Denise P.
	Governance Website	Committee members should have	Interested to know what other	up for discussion in R&R this year.	Eric R.
		received an Outlook Calendar	governance committee members	[Emails sent by each tri-chair to	
		invite requesting to hold the R&R meeting dates for the year.	are using the Outlook Calendar?	student members]	Facilitator
1			Website contact information was	Reach out to other governance	
		Website contact information	moved to the parking lot	committee regarding Outlook.	Facilitator
				[Confirmed that each committee is	
				still establishing their member lists]	
				Website contact information will be	
				discuss with the Facilitation Corps	
				[Meeting with Facilitation Corps	
				has not occurred yet]	



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2	Establish Norms	Reviewed attachment "Using Meeting Norms to Increase Efficiency and Inclusivity" to establish norms. Each committee member pair shared and as a group were able to choose norms they believed to contribute to productive meetings and non-productive meetings.	Committee members have agreed on certain meeting norms for the upcoming R&R meetings. Facilitator suggested a twelve voting membership on forum. Committee members wanted know how other governance committee are handling votes.	A draft of the established meetings norms will be shared in next meeting for committee approval. [Norms document attached to minutes and shared with members] Reach out to the facilitation corps regarding the voting. [Meeting with Facilitation Corps has not occurred yet]	Facilitator
3	Committee Charge	Tri-chair met on Sep. 25 and proposed four areas of focus for R&R committee charge. R&R Tri-chair mtg min sep 25 Proposed Discussion: (1) Support resource allocation and prioritization; Committee was concerned with R&R roles in this process? Committee members felt that R&R is involved more in the prioritization of resources at a shared governance level than operational. (2) Creates and guides goals and develop policies related to the EMP goal (resources); (3) Finds opportunities to increase revenue; and	Committee suggested some changes in the wording of the charge and proposed discussion. Proposed Discussion: (1) Support resource allocation and prioritization; Change support to "Creating process and implementation" or "Establishing process and implementation" for resource allocation (2) Creates and guides goals and develop policies related to the EMP goal (resources); "Committee recommends" Committee member suggested that we put Master Plan as a header line and place all	Committee agreed on reworking the wording on the four focus areas. [Discussion and approval of charge will be postponed until Dec. 7 mtg]	Facilitator Tri-Chairs



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		Committee members reviewed both the proposed areas of focus and the current charge) Current Charge: The charge of the Revenue & Resources Committee is to monitor goals related to the Educational Master Plan, as well as supporting plans, including the strategic allocation of resources to	(3) Finds opportunities to increase revenue; and Change finds to "Investigate" or "Recommends" (4) Promotes advocacy		
	Committee Agenda for 2018-19	achieve plan goals, for the topic area listed. Tri-chairs reviewed the context for	Tri-chairs and facilitator reviewed	Committee considered the	Facilitator
	Questions for R&R AY19 R&R Tri-chair mtg min sep 25 Prioritized Topics: Funding Formula Facilities	prioritized topics with committee members. However, the committee members felt it appropriate to review President's recommendation list to see how the prioritized topics came about.	the President's recommendation with committee and certain items were considered to be time sensitive. President's Questions to Revenue	prioritized topics and requested a cross-walk that displays the placement of the President's recommendations into the three prioritized topics. [Crosswalk provided with Oct. 19]	
4	Planning		& Resources:	mtg minutes] Reach out to David U., Bret W., Teresa O. and Elias R. to present on the new Student Centered Funding Formula; categorical funding including 3SP/Equity/Basic Skills, Strong Workforce, Perkins, and Adult Education Programs, F1 student revenue, Facilities Rental process (opportunity of revenues). [Confirmed presentations of SCFF, 3SP/Equity/BS, Strong Workforce, Perkins; AEP, F1, College	Facilitator



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				Promise, Facilities Rental process scheduled for Dec. 7 mtg]	
5	Integrated Planning & Budget: Resource Form	IP&B asked the committee to review the proposed template for annual budget request form.	Committee noted that the form will be completed by all instructional and student services programs as part of the revised resource request process.	Second read and feedback to IP&B.	Facilitator

^{*}Include the person(s) and or group responsible for next steps.

MEMBERS PRESENT

Voting

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

Administrator: Lori Silverman

Classified Staff: Josh Pelletier, Julie Ceballos

Faculty: Sara Cooper (FT), Natalie Latteri (PT), Bruce McLeod (FT), Kathy Perino (FT)

Students: Nathan Lutz, Kalina Kuneva, Serena Phanitdasack

Non-Voting

Ex-Officio: Brenda Davis Visas, Jordan England, Nazy Galoyan, Elias Regalado, Bret Watson

Recorder: Pauline Brown Facilitator: Elaine Kuo