



## MEETING MINUTES

**Date:** September 25, 2018 | **Time:** 1-2 p.m. | **Location:** Zoom Meeting  
**Prepared by:** Pauline Brown (Recorder)

### MEMBERS PRESENT

Denise Perez (Classified Tri-chair), Eric Reed (Faculty Tri-chair), Kurt Hueg (Managers Tri-chair), Elaine Kuo (Facilitator), & Pauline Brown (Recorder)

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Committee Agenda for 2018-19	<p><b>Prioritized Topic – Funding Formula</b>            Tri-chairs reviewed the President’s recommendation related to the new funding formula.</p> <p>(1) “Evaluate Governor’s Budget Proposal and recommend College Advocacy Position”            (2) “Leverage points under new funding formula whereby college should revise and create policies/procedures...”            (3) “Provide Equity and Education Committee with the budget for equity, SSSP, basic skills”            (4) “Evaluate the current resource allocation process”            Note: This is a committee-identified priority.</p>	<p><b>Prioritized Topic – Funding Formula</b>            Tri-chairs decided to focus on (4) and (5) during Fall quarter and the rest will be ongoing Fall – Spring.</p> <p>(1) Advocacy work/campaign and office visits            (2) Attend the annual legislative conference            (3) Explore funding formula opportunities            (4) Examine where the funding formula will affect college?            (5) Explore whether service area demographics may limit funding potential            (6) Examine whether Foothill’s projected funding amount would be dramatically different from basic aid districts</p> <p>Tri-chairs indicated more information will be needed regarding how and what the R&amp;R committee recommends regarding the funding formula.</p>	<p><b>Prioritized Topic – Funding Formula</b>            Request Bret and Elias to present on the following:</p> <p>(1) Report/update on movement toward block grant funding (instead of separate categorical funding for equity, basic skills and 3SP) and status of strong workforce;            (2) Current state affairs regarding the funding model and District’s position; and            (3) Potential gains and losses per funding model</p> <p>Add (4) committee-identified priority to agenda for October 19<sup>th</sup> R&amp;R Committee meeting—determine whether committee members see it as a priority.</p>	<p>Facilitator</p> <p>Facilitator</p>

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Committee Agenda for 2018-19	<p><b>Prioritized Topic – Facilities</b> Tri-chairs reviewed the President’s recommendation related to Planning.</p> <p>(1) “Recommendation for how to prioritize room-use...” (2) “Evaluate the effective use of campus facilities...” (3) “Collaboration with Community and Communication, college facilities be structure to promote community...” (4) “College bookstore in light of deficit”</p> <p><b>Prioritized Topic – Planning</b> Tri-chairs reviewed the President’s recommendation related to Planning.</p> <p>(1) “Revise the Facilities Master Plan (FMP)...” (2) “Evaluate the Technology Plan” (3) “Evaluate the Sustainability Plan” (4) “Consider the proposed program review template” Note: This is a committee-identified priority. (5) “Engage in the program viability effort” Note: This is a committee-identified priority.</p>	<p>Tri-chairs agreed to add a committee-identified priority (4).</p> <p><b>Prioritized Topic – Facilities</b> Tri-chairs decided to table item (3), but continue to focus on others from Winter to Spring quarter.</p> <p>Focus on identifying a process of prioritizing room-use requests and develop a rubric.</p> <p>Policy clarification needed for the following: (1) College vs. community members (2) Dedicated space use</p> <p><del>Tri-chairs decided to write a recommendation memo to Community and Communication committee regarding (3) should that committee decide to explore facilities use.(?)</del></p> <p>Tri-chairs would like to discuss with Bret Watson to figure out the priority on (4).</p> <p><b>Prioritized Topic – Planning</b> Tri-chairs postponed (1) and added a committee-identified priority (4) and (5).</p> <p>R&amp;R committee will postpone (1) until the budgets cuts takes into effect. (4) and (5) committee-identified priorities will be drafted into a Memo for the President (or to the Council).</p> <p>Tri-chairs will review (4) and (5) during the Fall Quarter. (2) and (3) will be agendized for the Winter Quarter.</p> <p>Tri-chairs discussed an R&amp;R representative attend the Integrated Planning and Budget (IP&amp;B) task force meeting. Fall meeting days and times are currently being finalized.</p>	<ul style="list-style-type: none"> <li>If vote is yes, send memo to President</li> </ul> <p><b>Prioritized Topic – Facilities</b> Request the following individuals from the college to present on the following:</p> <p>(1) Bret Watson, Brenda Davis Visas, Asha Harris to review current process for room use and facilities rental; (2) Bret Watson and Brenda Davis Visas on current room use and facilities rental (examining how room is used—purpose, attendance, etc.); and (3) Bret Watson regarding the priority of the College bookstore and its budget deficits.</p> <p><b>Prioritized Topic – Planning</b> Review the Technology and Sustainability Plan:</p> <ul style="list-style-type: none"> <li>Review the current stated goals and make recommendations regarding alignment</li> </ul> <p>R&amp;R representative to attend the IP&amp;B meetings.</p>	<p>Facilitator</p> <p>All R&amp;R committee members</p> <p>Faculty Tri-chair, Eric Reed Managers Tri-chair, Kurt Hueg</p>

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2	Committee Charge	<p>Tri-chairs reviewed the R&amp;R committee's charge:</p> <p>"The charge of the Revenue &amp; Resources Committee is to monitor goals related to the Educational Master Plan, as well as supporting plans, including the strategic allocation of resources to achieve plan goals, for the topic areas listed."</p>	<p>Tri-chairs created a proposed charge that include the following:</p> <ul style="list-style-type: none"> <li>(1) Revenue &amp; Resource Committee is the governance group that support resource allocation/prioritization</li> <li>(2) Create and guide goals and develop policies related to the EMP goal (resources)</li> <li>(3) Finding opportunities to increase revenue</li> <li>(4) Advocacy</li> </ul>	Continue the discussion within next meeting October 19 <sup>th</sup>	Facilitator
3	Prep for first Meeting	Tabled		Agenda will be determined electronically	

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