

MEETING MINUTES

Date: March 13, 2020

Time: 1-3 p.m.

Loc: FH President Conference Room 1901, Zoom Meeting ID: 128 486 908

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

Prepared by: Asha Jossis (Recorder)

NOTES BY TOPIC

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Roll Call & Approval				
2	COVID-19 Context: Discuss the cost of training faculty to use Canvas & Zoom in order to teach class online. Purchases of resources such as hand sanitizer, wipes, tissue boxes, drawing tables, headsets, etc.	Transition to virtual environment. Discussion about the cost associated with the transition. For example, training faculty on zoom and canvas which will enable them to teach their students virtually. Dean of Online Learning put together a cost estimate for the next three quarters. Most involves the personnel cost. Need funds to assign every faculty member not trained in canvas a mentor. It is essential to our students well-being. Set up a courses for spring which is another skill beside setting up finals and grading for Winter. Over 250 faculty not trained in canvas, we have 600 faculty trained. Not all 250 faculty are teaching in spring. Some are	R & R did not have quorum to vote on the budget for COVID 19 FUNDING. An email will be sent out by VP of Finance to all the members including all the dollar value for review and approval. R & R will look to approve Spring and revisit the remaining budget during the spring quarter.	Schedule an emergency R &R Meeting via zoom to vote on funding for COVID-19 Virtual transition for Spring Quarter 2020 Only.	

	<p>in winter and some are in spring. This is going to impact the students and deans if faculty are not trained. Need two full-time faculty to coordinate online learning, also courses are going to require new infrastructure and software and that needs funding. Some of the software need license. If we continue for longer than the couple weeks we need to pay for a chat tool imbedded in our website to answer student questions. The estimate is \$900, 000 from spring quarter 2020 to Fall Quarter 2020. For supplies we need \$25,000. The accounts has already been set up to track the spending. We will use our college wide carryover. We should be making 18 months plans because we are not sure how long this will continue. For instructors, writing tablets are important for transition to virtual teaching. State Chancellor office: keeping funding stable for the apportionment stand point with enrollment declining due to this issue. A plan was establish by the chancellor office and Foothill will be following that plan and submitting documents. In emergency situation we have to front the money and be reimburse later. Foothill has the money in the carryover. As for hold harmless that state may apply a deficit factor across the board and it may be higher if revenue decline.</p>			
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		<p>Foothill is in good shape due to the district \$22 mil and Foothill College carryover.</p> <p>For students who need access to books, lottery funds could be used to purchase the books for the students.</p>			
3	<p>Technology Plan Context: Current tech plan is in its third year of its 3-year life span, which means each planning body (district, Foothill, and De Anza) would need to go through a more comprehensive revision of the plan including issuance a needs assessment survey to faculty and staff.</p>	<p>No technology committee at Foothill College and no one is working on the Foothill College Technology Plan. R & R needs to form a study group to create a plan.</p>	<p>R & R needs to form a study group to develop the technology plan. Dean of Online if assign to R & R will need to chair the study group and if not be part of the committee.</p>	<p>President of Foothill College will be emailed and ask if Dean of Online can join R &R as an Ex-Officio.</p>	
4	<p>Facilities Study Group Context: (1) Update on Bond & Parcel Tax (2) Expand study group that worked on Facilities Master Plan & Bond List to focus on next step.</p>	<p>We passed on Measure G Bond. \$898 Million. Foothill has budget for \$300 million. The chancellor pulled \$300 million off the top for housing. The district will provide us with a revised amount and FH needs to review and prioritize the list again. FH may be assign \$200-250 million. We need to sell bonds during the 15 year period. We need to provide with our top projects within our first three years combine with De Anza and District and issue Bonds based on that project. For example, if our amount for the first issue of bonds is \$50 million then we need to find projects and prioritize those</p>	<p>Foothill College need to prioritize its projects for the first bond issuances.</p>	<p>Foothill College will put a committee together with experts to create a plan for the first projects for the first bond issuance. This committee</p>	

		<p>projects.</p> <p>R&R and C&C are working together and come up with a plan for the SFSC.</p> <p>The president has asked Advisory council to look at the decision that was made last year.</p>		will include experts from the District.	
5	<p>Annual Budget Resource Request</p> <p>Context: The 2019-20 Budget Resource Request Form was sent out to the College on November 20, 2019. Administrators were given until November 27th to assign a faculty/staff completing the form. The deadline approved by R&R Council to have the Budget Resource Request completed and submitted is January 15, 2020.</p>	<p>\$11 million in request. Many are from BH and PSME. Two sessions with the Dean of those Divisions and half way through. Supplies request are left to the Dean to you B Budget. Big ticket items may be something that comes through R &R.</p>	<p>The study group continue the process of meeting with the Deans and going over the list.</p>	<p>Hope to have results by next R & R meeting.</p>	
6	<p>College Promise</p> <p>Context: President seeks Recommendations/Feedback on "What should be the college policy/practice on College Promise for the first-year and second-year students?"</p>	<p>State allowed last year to carryover funding about \$700 and receive some money for this year. We have lots of resources and committee thinking about increasing the resources for the students. Group with ETS to automate the College Promise process, such as reporting. Identifying, type of success and communication. The Go Love Date is March 15th.</p>	<p>The state has made a decision to carry forward more funds for 20-21.</p>	<p>We can keep the resources that we have provided for the students, like tuition, books and materials.</p>	

7	<p>Student Homelessness Context: Last Council meeting it was suggested to form a study group and find someone to chair it. <input type="checkbox"/> Short & Long Term List <input type="checkbox"/> ASFC Student Town Hall 11/19/20/19 <input type="checkbox"/> FH's Housing Insecurity Resources <input type="checkbox"/> AB 302 Bill Parking: Homeless Student</p>	<p>Recommend to the council to have a study group. Left it to the council to chair the committee. Tri chair look at the long and short term list and follow the list. Send the list out to Parliament to solicit information.</p>	<p>Prioritize the list that was results from the homeless summit. Go through and see what the items have already been completed.</p>	<p>R & R needs to prioritize the list.</p>	
8	<p>Faculty Association of California Community College (FACCC) 2020 Advocacy & Policy Conference</p>	<p>No information provided</p>		<p>Will put on the agenda for next R & R Meeting.</p>	
9	<p>Public Comments/Announcements</p>				

*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)

Classified Staff: Denise Perez, Julie Ceballos

Faculty:

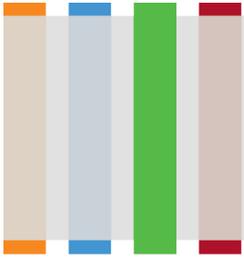
Student:

Non-Voting

Ex-Officio" Bret Watson

Recorder: Asha Jossis

Facilitator: Pauline Brown



 Foothill College

GOVERNANCE | REVENUE & RESOURCES

Guests

Gay Krause

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.

2019-2020 Strategic Objectives (E2SG)

Equity, Enrollment, Service Leadership, and Governance