

**Draft Return to Campus Study Group Proposal  
For R&R Council 12/4/20 meeting**

**1. Charge of the group**

- Recommend the prioritization list (classes, student services, and operations) who will hold a public meeting for public comment and then deliberate on the final list to be submitted to the District for inclusion in the District-wide Return-to-Campus Plan.
- Design a survey to students and employees on return-to-campus that could be used to recommend prioritization.
- Provide a framework (similar to the Continuity Plan) that could be mirrored or integrated as part of return-to-campus plan
- Get updates from Scheduling task force, Admin Council, Student Services, ASFC, and other groups that are discussing return to campus.
- Monitor federal, state, and county public-health guidelines
- Monitor the federal, state, and district/college budget for emergency/pandemic in order to prioritize funding for the return to campus.
- Provide feedback to the consultant(s) and ex-officios/staffing team on overall direction of return-to-campus plan.
- Recommend a policy/practice on remote work (post pandemic)
- Recommend a policy/practice on virtual service (post pandemic)
- Send Governance Memos to the President with the council's recommendation(s).
- Come back to R&R Council with proposals for returning to campus for the Council to vote on and then send a Governance Memo to the President with the council's recommendation(s).

**2. Overall Composition**

- Classified staff (one or two) assigned by Classified Senate
- Faculty (one or two) assigned by Academic Senate
- Students (one or two) assigned by ASFC
- One administrator assigned by the college president
- Other interested Foothill College faculty, staff, and students.

**3. Ex-officios / Staffing Support for the Study Group**

- Vice President Bret Watson to develop a prioritized list of operational services
- Executive Vice President Kristy Lisle (sub AVP Kurt Hueg) - Instructional Deans and Counseling/DRC/Psych Services Deans work with Scheduling Task Force to develop a prioritized list of instructional classes
- Associate Vice President Laurie Scolari to develop a prioritized list of student services
- Outside consultant(s) hired to coordinate and write return-to-campus plan with the District.

**4. Expertise needed (to target recruitment)**

- General awareness of state and county public health guidelines
- Student perspective

**5. Time commitment / Timeline**

- Group to be assembled by: January 4, 2021 in anticipation of the District Return-to-Campus Task Force
- General target time commitment:

- Study group will need to meet every other week for 60-90 minutes in Winter Quarter to discuss data and information being gathered and then put together proposals for R&R Council.

#### 6. Responsibilities of members

- Each member meets with one of the groups that is discussing return to campus. Takes notes to bring back to the study group.
- Reports back findings from meeting to the study group.
- Works with study group to develop proposals to share with R&R Council.

DRAFT