

MEETING MINUTES

Date: Jan 22, 2021

Time: 9:00 a.m.-11:00 a.m.

Join from PC, Mac, Linux, iOS or Android: <https://fhda-edu.zoom.us/j/96469565131?pwd=c0V4ZURFY25PVGF3QzRaVUZ0MUUs0UT09>

NOTES BY TOPIC

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Roll Call (welcome Kathy, Juston, and Phuong) and approval of 12/4 minutes Attach: 12/4/20 minutes	<ul style="list-style-type: none"> Land acknowledgement Quick intro of 3 new voting members 	<ul style="list-style-type: none"> 12/4 Minutes Approved. Two abstained (not present at the meeting) 	<ul style="list-style-type: none"> Approved minutes will be posted to Website. 	Sophia
2	Bookstore update and time for questions	<ul style="list-style-type: none"> Have been working on the RFP language regarding both Foothill and De Anza's bookstore employees. District HR is working on a possible MOU with ACE to address this issue. Smooth transition needed especially for Financial aid office. Need efficient time for this transition. More like in the Fall to transit. FH: 1 bookstore employee. De Anza: 5 or 6 employees involved. They will be reassigned to other positions. Bookstore location: will consider its location together with other facilities master planning projects. 	<ul style="list-style-type: none"> Next update will depend on when the MOU issue is resolved. District HR is handling this. May not be the next meeting. 	<ul style="list-style-type: none"> Elias will let Sophia know when there is an update. 	Elias

		<ul style="list-style-type: none"> • Is there analysis to compare how much we could save to outsource the bookstore? Projected 300k loss for the current year. Anticipated we will transit from a deficit to making some money. Minimally, we expect to stop the annual deficit. • We could do a similar analysis like what De Anza has done. • Concern: 5-6 positions expenses will be shifted to other places. We might not get the cost saving by outsourcing the bookstores. • There would be a reduction in costs on the district and on the campus. District don't have to do the accounting and purchasing, etc. • Bookstore handle cash deposits for the Smart Shop & ASFC. Vendor or cashier's office may take over. • Currently we use the campus carryover fund to cover the bookstore loss. 			
3	College Promise update and time for questions	<ul style="list-style-type: none"> • Elias gave a preview of what's going on Foothill College Promise Program considering the newly released interpretation change from State Chancellor's Office and our Equity Plan 2.0, etc. • Foothill College Promise Program: expected to exceed the funding allocation. • Should plan for major changes in 2021-22. • Consider what should be the college policy that promotes equity. 	<ul style="list-style-type: none"> • R&R will consider all these factors and come up with some policy updates hopefully in the next meeting or later. 	<ul style="list-style-type: none"> • Put this to the next meeting agenda or March's meeting agenda. • Will have an initial discussion with Bret, Laurie and Kevin Harral to come up with possible recommendations. 	Elias

		<ul style="list-style-type: none"> • Funding allocation, in 2020-21, 1.1 million. Expenses will be 1.5 million this year. • Headcount: 871 students in Fall 2019 vs 1444 students in Fall 2020. • Bookstore redemptions: 523 in Fall 2019 vs 1200 in Fall 2020. • Won't be sustainable to use the current structure for the following academic year. • Student fees are bigger aspects than bookstore expenses. • Is a study group going to be created to study this issue? -- Possible. We started early that we may have time. R&R can advise it. 		<ul style="list-style-type: none"> • May restart the Foothill College Promise operation group and report back to the R&R council. 	
4	B budget update and time for questions	<ul style="list-style-type: none"> • Bret presented what our carryover funds look like. This is just a beginning of discussion in terms of how we can use these funds to support equity. • Total carryover balance from FY19-20: 5.6 million (what we have left from last year) • Usage of this 5.6 million: <ol style="list-style-type: none"> 1. Set aside \$2.35 million for potential deficit for next year. 2. \$1 million to our part time faculty budget. 3. We are projecting about \$300,000 Bookstore deficit. • This is an opportunity for governance to help recommend how to use carryover funds to support equity, including racial equity. 	<ul style="list-style-type: none"> • Next meeting will provide more analysis and come up with a process through our next few meetings. 	<ul style="list-style-type: none"> • Put this to February's meeting agenda. 	Bret

		<ul style="list-style-type: none"> We spent less general fund (Fund 14) than we would have spent if we were on campus. We spent \$700k general fund through Dec 31, 2020. 			
5	<p>Master project list update and time for questions</p> <ul style="list-style-type: none"> Attach: Board mtg agenda item about Measure G bond list Attach: Master Project List Report for Measure G Bond program 	<ul style="list-style-type: none"> Bret presented Susan Cheu’s presentation on January’s board meeting about Master Project List for Measure G. If you see different values in the project list, that’s because we spread the escalation costs and the overhead across the different projects, and then created a contingency. This afternoon we will have the fifth FMP Task Force meeting. Thanks for faculty, students, staff and everyone’s participation and support! Will have student focus groups to meet with Gensler. Hot topics to discuss this afternoon: <ol style="list-style-type: none"> Will do more to enhance the beauty of our campus, such as having outdoor classrooms or spaces. Analysis of additional spaces and how to use them. Talk about the FMP Survey results. 	<ul style="list-style-type: none"> After we are done with FMP meetings, draft will be presented to this group and approved by the board of trustees in March. 	<ul style="list-style-type: none"> Will share info about project list expense comparison and upload the pdf version online. Will provide a districtwide Sustainability workshop. Will invite the FMP Task Force members to participate. 	Bret
6	<p>President’s update and 5th governance council</p>	<ul style="list-style-type: none"> Thanks Bret and Elias for their incredible work on FMP task! Welcome new council members to R&R. Engage the conversation of how College Promise can support regarding decreasing the cost of textbooks. Be mindful that Biden administration’s policy around a potential free college. 		<ul style="list-style-type: none"> Fifth Council will meet on Feb 4th. 	Thuy

		<ul style="list-style-type: none"> • Will submit Equity Plan 2.0 to February board. Think about how to utilize carryover funds when reading Equity Plan. • Lawsuit we currently have against Department of Education on the Cares Act, most likely will be dismissed because of the new administration. Our college will be as inclusive as possible. • In terms of College and State budget, things look good in Governor’s January budget report. But, keep in mind to have a rainy-day fund for potential 2022-23 budget reduction. • In the past, members of R&R went to Annual Legislative Conference. Keep in mind to go next year if interested. • Fifth Council Memo was sent to everyone. Appointments have been made. • Fifth Council will potentially meet on Feb 4th. Fifth Council won’t meet on Fridays since Friday is packed for meetings. • President will be a facilitator for the Fifth Council. But then will hand it over to someone else. Brenda Visas (Retired Director of Facilities) will help with EOC and Fifth Council. • Hold harmless might be good until 23-24. After hold harmless is lifted, we might go to Basic aid. We have to see what happens with different factors including the state budget, local property taxes, and our expenses. The district usually provides a 3-5 			
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		year projection that helps to see what lies ahead for us and when we may need to address budget deficits.			
7	Program creation proposals	<ul style="list-style-type: none"> • 10 mins from each guest to share their proposals. • Athletics (Presented by Warren Voyce) <ol style="list-style-type: none"> a. Introduction to Sports Medicine b. Advanced Sports Medicine • Krause Center for Innovation (Presented by Kas Pereira and Justin Sewell) <ol style="list-style-type: none"> a. STEAM Instructional Leadership b. Education Technology Specialist c. Emerging Educational Technology Leadership 	<ul style="list-style-type: none"> • R&R provided feedback to 5 program creation proposals, from the R&R Council perspective. • Athletics: No concerns. These are exciting proposals and we see potential for increased revenue for the college, which is positive. • KCI: No concerns. These certificates have the potential of increasing revenue for the college and make sense for KCI's work. • Thank KCI for providing technology development trainings to K-12 teachers! 	<ul style="list-style-type: none"> • Will fill out the feedback forms and share them with programs. 	
8	Public Comments/Announcements	<ul style="list-style-type: none"> • ASFC Town Hall Report passed. Contact asfc.priyav@gmail.com if you have questions. https://go.boarddocs.com/ca/fhda/Board.nsf/files/BXFRML6E833C/\$file/ASFC%20Free%20Menstrual%20Hygiene%20Products%20Resolution%20(FINAL).pdf • If you have not done so already, and would like to be interviewed for the Shared-Governance evaluation, please fill out the link below as the consulting team will be looking to start interviews next month. https://irp.fhda.edu/cgi-bin/rws5.pl?FORM=FH_Gov_Interest_Form 			

		<ul style="list-style-type: none"> • Reminder of Upcoming Collegiality in Action Visit. Please fill out the survey. https://www.surveymonkey.com/r/Foothill21 • ASFC Budget Request Submission: https://foothill.edu/asfc/budgetrequest.html • A district student housing survey: https://www.surveymonkey.com/r/foothilldeanzastudenthousing 			
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*Include the person(s) and or group responsible for next steps.

MEMBERS PRESENT (strike out names not present)

Voting

Tri-Chairs: Mike Tejeiro (Manager), Phuong Tran (Classified), Cara Miyasaki (Faculty)

Manager: Chris Allen

Classified Staff: Rick Edwards, Pauline Brown

Faculty: Brian Evans, Juston Glass (PT), Kathy Perino

Students: Adam Loo, Priya Vasu, Abhiraj Muhar

Non-Voting

Ex-Officio: Bret Watson, Elias Regalado, Kevin Harral, Simon Pennington, Thuy Nguyen, Teresa Ong, Vanessa Smith

Recorder: Danmin Deng

Facilitator: Sophia Kim

Guests

Asha Jossis, Warren Voyce, Kas Pereira, Gay Krause, Justin Sewell, Kathryn Maurer, Roosevelt Charles, Debbie Lee, Valerie Fong

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.

2020 - 2021: Strategic Objective

Equity