

## MEETING MINUTES

Date: March 5, 2021

Time: 11:00 a.m.-1:00 p.m.

Join from PC, Mac, Linux, iOS or Android: <https://fhda-edu.zoom.us/j/96469565131?pwd=c0V4ZURFY25PVGF3QzRaVUZ0MUU0UT09>

### NOTES BY TOPIC

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Roll Call and approval of 2/5/21 minutes	<ul style="list-style-type: none"> <li>Land acknowledgement</li> </ul>	<ul style="list-style-type: none"> <li>2/5 minutes approved unanimously.</li> <li>Kathy: Motion to approve.</li> <li>Mike: Seconds.</li> </ul>	<ul style="list-style-type: none"> <li>Approved minutes will be posted to Website.</li> </ul>	Sophia
2	President's Update	<ul style="list-style-type: none"> <li>Student housing: district level conversation, but available to answer questions.</li> <li>College promise update will be discussed next month. Have been working with IR and programs.</li> <li>Look forward to our conversation around the investment on for equity purposes. Regarding equity plan 2.0, want to draw your attention specifically to the role of R&amp;R about Issue 5, 10, 11 and 12. See <a href="#">Equity Plan 2.0</a> here.</li> </ul>			President
3	Student Update	<ul style="list-style-type: none"> <li>Hosting monthly cultural heritage month.</li> <li>Town Hall on March 9th @ 11am! Check out ASFC website for more info.</li> </ul>			Adam Priya

<p>4</p>	<p>Facilities Master Plan update•Attach: Capital Projects Proposal</p>	<ul style="list-style-type: none"> <li>• Two changes were shared via PPT slides.             <ul style="list-style-type: none"> <li>○ Japanese Cultural Center &amp; Azumaya</li> <li>○ Observatory</li> </ul> </li> </ul> <p><b>Japanese Cultural Center &amp; Azumaya:</b></p> <ul style="list-style-type: none"> <li>• Total Cost Estimate is \$567,495.</li> <li>• Funding sources:             <ul style="list-style-type: none"> <li>○ Measure C: \$437,495</li> <li>○ Donations: \$130,000</li> </ul> </li> <li>• Japanese Cultural Center has been used by Japanese program. Has exciting educational aspects.</li> <li>• Donors are willing to put money into the renovations. But they want to see some matching on college side.</li> <li>• JCC is about 40 years old. Don't know how much maintenance was done in the past. Roof needs to be replaced. If let it go, cost usually goes higher.</li> </ul> <p><b>Observatory:</b></p> <ul style="list-style-type: none"> <li>• Unique feature of Foothill campus.</li> <li>• Right now, the observatory is used for by eye observing. Incredible engaging. The vision is to automate the facility. To set up a set of telescopes that can be used in an automated fashion every night. This could make much greater usage in our student education.</li> <li>• Observatory Total cost estimate is approx. \$750,000.</li> </ul> <p>Discussion:</p>	<ul style="list-style-type: none"> <li>• With the FMP study group, Bret will come back with a list of projects, come up with a way to prioritize the list and report to this group.</li> <li>• No vote taken.</li> </ul>	<ul style="list-style-type: none"> <li>• This will be a future agenda item.</li> </ul>	<p>Bret Dennis Geoff</p>
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		<ul style="list-style-type: none"> <li>• Can we know what the other projects are to compare with these two projects.</li> <li>• When to place locks in our classrooms? -- About 8 million for security from Measure G. District is heading for the security.</li> <li>• We need to have a plan to decide prioritization. Need process.</li> <li>• Fully support these two projects. But is this taking away from other things?</li> <li>• We need a process for submission of proposed projects and a timeline for decisions and rankings.</li> <li>• Don't know how long to put a list of projects with estimates. – We had the facility master plan list, and had the Measure G project list. But there is the donor aspect.</li> <li>• We have a study group for FMP. We can talk about the process that we have already done.</li> <li>• One of the criteria should also be # of people getting impacted. HVAC? -- HVAC system is already prioritized.</li> <li>• Program review considerations can also be added.</li> <li>• Foundation has had donors' money for 2 years. Need to show good faith of using that fund.</li> <li>• Can we include if possible the donors/partnerships in evaluation/ranking process that Kathy mentioned?</li> </ul>			
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5	Carryover from B Budget	<ul style="list-style-type: none"> <li>• Phuong shared the survey result on allocating money from the B budget carry-over funds for Equity and Enrollment.</li> <li>• Received 110 responses from this survey.</li> <li>• 2/3 of them are in favor of allocating \$200k on equity work.</li> <li>• Feedback received is: how we spent the allocation. Need clarification on the projects that we will be investing.</li> <li>• Using carryover for hiring purposes? Need to decide what it's been used for.</li> <li>• Equity initiative is a broad term. Need clarification.</li> <li>• We decide the funding. Then leave equity team to decide.</li> <li>• Prioritize what should be used for carryover and then decide the amount.</li> <li>• Concern from faculty: This pot of money was identified on equity part and enrollment. Doesn't know what that means.</li> <li>• Plan was meant to guide the work across the campus.</li> <li>• Need to resolve the amount and year we allocate. Survey put 200k for 3 years. 3 or 5 years?</li> <li>• Suggested doing 3 years and then assessing.</li> <li>• Ok to use this money for ongoing positions? -- Typically, we don't use one-time money for ongoing positions. We can use ongoing fund source for ongoing positions. When we advertise the position, we need to put something like grant. Fund available for certain years.</li> </ul>	<p>Two motions were approved:</p> <p><b>Motion #1:</b></p> <ul style="list-style-type: none"> <li>• Brian motions to fund equity initiatives using one-time carryover B budget fund for a minimum of 3 years (to reassess at that point, amount will be determined.)</li> <li>• Cara: seconds.</li> <li>• Two abstains.</li> <li>• Motion passed.</li> </ul> <p><b>Motion #2:</b></p> <ul style="list-style-type: none"> <li>• Kathy: No move be made until funding and process have been determined.</li> <li>• Mike: seconds.</li> <li>• Motion approved unanimously.</li> </ul>	<ul style="list-style-type: none"> <li>• This will be next month's agenda item. Ongoing conversation.</li> </ul>	Bret Tri-chairs
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		<ul style="list-style-type: none"> <li>• How to define equity initiatives. Can we use department budget to pay faculty for teaching?</li> <li>• Equity and enrollment go hand in hand. Think about enrollment, also think about equity. Equity 2.0 is the place we can look at it and identify specific things.</li> <li>• Equity office decide the list of priorities?</li> <li>• Thuy: conceptional questions. Committed to use unspent savings in decades and use that for equity purposes. Examples could be: POCR would be the potential area to be spent, college-wide effort; equity coordinator; or pay for professional development. Would like to hear college community about the ideas.</li> <li>• Who oversees the money and makes the decision? How to use B budget?</li> <li>• Unique partners/programs (FEI, grant funded only, etc.) but doing equity also need support. Such as FEI. Moving forward, can we think about these programs.</li> <li>• Unspent carryover fund. Lots of identified needs that have not been funded. Do we have a need to see budget development itself. Outcome based budgeting. Strategic objects into developing budget. How we prioritize funding each year. What process to consider.</li> <li>• A lot of equity initiatives been identified in program review. How can we consider this.</li> </ul>			
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		<ul style="list-style-type: none"> <li>• Where and how much every division is contributing this project. Could that be a college wide effort for embedded tutors?</li> <li>• E&amp;E should define the goals and then R&amp;R collect ideas and rank. Come up with a rubric and people can submit proposals.</li> <li>• Still confused as to how this directly relates to “enrollment.”</li> <li>• Restoring division assistants, argue in favor of them. Bring those positions back.</li> <li>• E&amp;E should be involved in the process.</li> <li>• Suggestion given to Tri-Chairs: Request for future agenda item - could we hear more about how Outcomes Based Budgeting might be useful to us here in developing a prioritization process for resource requests?</li> </ul>			
6	Bookstore update	<ul style="list-style-type: none"> <li>• RFP was released 2/11. Bidding stage. Bids are due 3/17. Next meeting has more details.</li> <li>• District wide evaluation committee that would work in process to evaluate any bids that have been submitted.</li> </ul>		<ul style="list-style-type: none"> <li>• Will hear an update about the bookstore later.</li> </ul>	Elias

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

### MEMBERS PRESENT (strike out names not present)

#### Voting

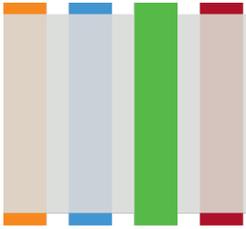
Tri-Chairs: Mike Tejeiro (Manager), Phuong Tran (Classified), Cara Miyasaki (Faculty)

Manager: Chris Allen

Classified Staff: Rick Edwards, Pauline Brown

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

Students: Adam Loo, Priya Vasu, Abhiraj Muhar



 Foothill College

# GOVERNANCE | REVENUE & RESOURCES

## Non-Voting

Ex-Officio: Bret Watson, Elias Regalado, Kevin Herral, Thuy Nguyen, Kristy Lisle, Kurt Hueg, Teresa Ong, Vanessa Smith

Recorder: Danmin Deng

Facilitator: Sophia Kim

## Guests

Dennis Cima, Geoff Matthews, Josh Pelletier, JP Schumacher, Asha Jossis, Craig Gawlick, Roosevelt Charles, Debbie Lee, Ram Subramaniam, Kathryn Maurer, Lene Whitley-Putz, Rosa Nguyen, 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