

MEETING MINUTES

Date: Nov 6, 2020

Time: 1:30 p.m.-3:30 p.m.

Join from PC, Mac, Linux, iOS or Android: <https://fhda-edu.zoom.us/j/96469565131?pwd=c0V4ZURFY25PVGF3QzRaVUZ0MUs0UT09>

NOTES BY TOPIC

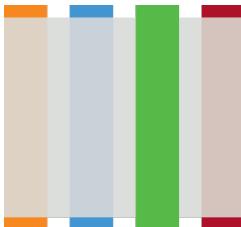
ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Roll Call & Approval of 10/9 and 10/16 Minutes	<ul style="list-style-type: none">Land acknowledgement	October 9th and Oct 16th Minutes Approved. 10/9 minutes: One abstain (not present on 10/9).	<ul style="list-style-type: none">Approved minutes will be posted on Website.	
2	Student's Report	<ul style="list-style-type: none">ASFC Town Hall next week.Celebrating Native American Heritage Month.			
3	President's Report	<ul style="list-style-type: none">Thanks R&R's work on the facility master plan! Thanks Bret for his work!Advisory Council had a great meeting on program review.Our college district filed a lawsuit against the feds related to student direct emergency aid.We have received state block grant. Bret gave a quick update on State Block grant:<ul style="list-style-type: none">District has about 2.5 million;1.1 million is federal funds, spent by 12/30;1.4 million spent by June 2022300,000 allocated for Foothill. Working with the district to try to have more funds allocated to FoothillCame out of a meeting with the California Community Colleges Athletic Association. There's a development there. Cara gave a presentation around lessons learned on return to campus.			

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4	Certificate of Achievement Proposals: Apprenticeship Programs	<ul style="list-style-type: none"> Chris gave a brief overview of the two Apprenticeship programs: <ol style="list-style-type: none"> Test, Adjust, Balancing Technician certificate Air Conditioning Mechanic certificate 	No questions were raised. Support from the council.	<ul style="list-style-type: none"> Feedback forms from R&R council will be provided. 	
5	Campus bookstore -update and vote	<ul style="list-style-type: none"> Elias led the continuous Bookstore Review Update. He reviewed the bookstore's financial history (See "Bookstore Presentation" in the attachment). Tom Byrne from Campus Bookstore Consulting Corp reviewed Bookstore Business Models. R&R council questioned and voted on the bookstore model. Bookstore Study Group has recommended to transit to Contract Management Model. Would like to get faculty's prospective. Working with HR to make any potential effects on current bookstore employees as minimal as possible. Reason of Revenue decline: Online purchase. Open Educational Resources. Faculty adopts OER. Faculty will post content on the learning management system and customize their courses. Definition of RFP: request for proposals. Documents that college will issue to vendors. Standard term in purchasing in the business world. Cons of Contract Management Model: transition takes time and effort. Coordinating with HR about staffing issues. Contract compliance reviews. Help college review the contract information. If the company will be customized enough for the college. The local manager can understand the needs of the college. Figure out the successful campus store. What defines the "fair market value" for the third-party vendors? – in the RFP, Foothill would define those parameters for that inventory purchase, and then the company would need to comply with that. 	<p>Motion: Brain motioned to change the previous recommendation (hybrid model) to contract management model. Mike seconded.</p> <p>9 voted yes. 3 abstain (Denise, Pauline, & Priya). Motion was passed.</p>	<ul style="list-style-type: none"> Add Lene and DRC to Bookstore study group. Submit this recommendation to the President for consideration. 	

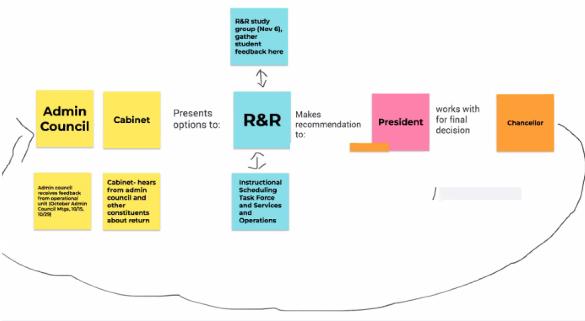
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		<ul style="list-style-type: none"> • If we move to a contract management plan, will we be in the black and not in the red anymore? --- Yes, the store will generate positive revenue; will flip from the red to the black. • Length of the contract? -- Most contracts are around 5 years. Depends on the contract, some can terminate without the cost. • Have a new target date for this RFP? -- Need to have a conversation with HR and Union reps. We want the staff to be taken care of, has the position. We would like to get RFP process sooner. RFP could take months. We don't see the contract to be taken to the board until March. We will have time to solve this. • New guidelines for campuses about accessibility. Materials must be accessible. Make sure all the students have materials. 		
6	Facilities Master Plan and bond priorities list update, including update on Governance Memo to the President	<ul style="list-style-type: none"> • A few changes have to take place since the 10/16 meeting. • A few projects that were on our list that the district is going to take care of them. Housing, environmental impact report, WiFi, multimedia refresh will be handled by the district. • Boiler repair cost will be higher. • Gender neutral restroom, about Half a million dollars. • Now we have a better estimate of Foothill projects. But these are not the final numbers. • Gay: how much remaining for measure C for computer refresh. Bret: still have some money available. Need to evaluate which areas we want to upgrade. That's happening right now. • ETS has multimedia refresh for measure G. • Three sets of restrooms. Request to have at least one restroom to be a gender-neutral restroom. 		



		<ul style="list-style-type: none">• Student: reiterate to have more than one gender neutral restroom. The one near police station makes students feel not comfortable.• Able to include KCI roofing? -- Yes.			
7	Return to Campus updates and proposal to create study group out of R&R Council	<p>Bret talked about the process:</p> <ul style="list-style-type: none">• R&R were tasked to see what programs to come back, when and at what level. When the President receives this info, she won't make the decision on her own. She needs to work with the chancellor.• Still need to have student reps on Return to Campus study group.• Study group helps with recommendation so some work could be done before taken to R&R. <p>Kurt's updates on Scheduling Task Force report:</p> <ul style="list-style-type: none">• Scheduling Task Force helped guide the decisions around virtual, going virtual and changing the schedule; began how to prioritize courses in the back to campus planning process. Scheduling Task Force Prioritization Report for Spring 2021 was shared. Will adding more details to the list. Keep it as a shared document with Deans. <p>Mike Teijeiro and Warren Voyce's updates on Athletics' return to campus plan: See Spring's contingency plan. Will discuss with the chancellor's cabinet for the vote.</p> <p>Discussion after the updates:</p> <ul style="list-style-type: none">• Request for clarity around the groups working on this return to campus plan.• Teresa shared the graphic map of the process for return to campus.	<p>R&R Council approved two requests from the Admin Council for return to campus*:</p> <ol style="list-style-type: none">1. Athletics' request to start conditioning in January as a community building tool, following the Santa Clara county, state, and federal guidelines and as long as the necessary resources are available and safety protocols are in place. This had unanimous approval.2. The Krause Center for Innovation's request for Kas Pereira to return as needed to maintain the equipment in the Makerspace, also following county, state, and federal guidelines. This include a return as early as November or	<ul style="list-style-type: none">• Submit the memo to President Thuy• Every R&R meeting should have this as an agenda item.• Mike: chair for study group.	

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		 <pre> graph TD AdminCouncil[Admin Council] --> Cabinet[Cabinet] Cabinet --> RRCouncil[R&R] RRCouncil --> President[President] President --> Chancellor[Chancellor] Chancellor --> ISRO[Instructional Scheduling Office and Services and Operations] ISRO --> RRCouncil RRCouncil --> President President --> Chancellor AdminCouncil -- "Admin council receives feedback and Chancellor Admin Council May 2020" --> Cabinet Cabinet -- "Cabinet - hears from admin council and other constituents about return" --> RRCouncil RRCouncil -- "Presents options to:" --> President RRCouncil -- "Makes recommendation to:" --> President President -- "works with final decision" --> Chancellor RRCouncil -- "R&R study group (Nov 4, gather feedback here)" --> RRCouncil </pre>	<p>December. This motion had all yes votes and 1 abstention.</p> <p>*There was a question about the role of R&R in this. R&R council voted only on the value statement of return to campus for athletics and KCI, not on the actual plan to return to campus for athletics or Krause Center. In principle, R&R Council supports Athletics and KCI staff member for a possible return, but R&R did not have enough time to fully discuss their plan.</p>	
		<ul style="list-style-type: none"> • Return to Campus study group will help scheduling task force to make plans as complete as possible; to assist scheduling task force to complete plans as possible; fill in cost & resources info. Eventually, Chancellor is going to make the decision. • Are we focusing on the Spring? Or are we looking for the stages for the next year. -- Coming back in a phased, incremental approach. And then looking at what resources are needed for that to happen. • What are the jobs of scheduling task forces. how does this feed into the study group? • We need to actually have a comprehensive plan. But within that comprehensive plan, we have independent detailed plans for the different areas. • Thuy: Allied Health came back early. Brought expertise. Chancellor is in the process of hiring the consultant to help with writing the plan, going through the operation. We will get consultants to help with the comprehensive plan. Still working on the details. • Cara: consultant is coming up with custodial plans. But departments still need to come up with individual department plans? 		

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		<ul style="list-style-type: none"> Thuy: study group can help prioritize who to come back first. If someone gets Covid-19, does it shut down the campus? – Absolutely. Must shut down. 			
8	R&R Council's role regarding October 2020 Student Letter	<ul style="list-style-type: none"> N/A 	Will be moved to the 11/13 meeting.		

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

MEMBERS PRESENT

Voting

Tri-Chairs: Mike Tejeiro (Manager), Denise Perez (Classified), Cara Miyasaki (Faculty)

Manager: Chris Allen

Classified Staff: Rick Edwards, Pauline Brown

Faculty: Brian Evans, Mary-Anne Senseri (PT), Sara Cooper (Fall)

Students: Adam Loo, Priya Vasu, Abhiraj Muhar

Non-Voting

Ex-Officio: Bret Watson, Elias Regalado, Kevin Harral, Laurie Scolari, Simon Pennington, Teresa Ong, Vanessa Smith, Kurt Hueg,

Recorder: Danmin Deng

Facilitator: Sophia Kim

Guests

Asha Jossis, Craig Gawlick, Josh Pelletier, JP Schumacher, Romeo Paule, Roosevelt Charles, Diana Cohn-Hayes, Debbie Lee, Elizabeth Hunter, Gay Krause, Jose Wang-Nava, Julie Ceballos, Phuong Tran, Ram Subramaniam, Valerie Fong, Warren Voyce, Lene Whitley-Putz

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