



# THE PARLIAMENT

THE FOOTHILL COLLEGE FACULTY & STAFF NEWSLETTER

## **Governance Summary**

Below is a summary of the action and informational items from the most recent governance meetings. Can't make it to a meeting in person? Committees are making meetings available online via Zoom. For complete minutes, first-reads and Zoom details, please visit the [governance website](#).

## **College Advisory Council**

The Advisory Council met twice in November. The Nov. 1 meeting was an extra session called to allow everyone time for a second read of the proposal to combine the library and tutoring under one 'LRC' dean. The Council was joined by faculty and staff from the library, tutoring, and EOPS. The Council voted to unanimously approve the creation of a new administrative unit noting that all stakeholders (library staff/faculty, tutorial staff, etc.) should be consulted and be part of the decision-making process moving forward.

The Nov. 22 meeting featured mostly informational items. Kelaiah Harris updated the Council on the excellent work she has been doing moving many of the most important forms (Title V, Late Add/Drop, etc.) into the Cloud. The Council turned to the Program Approval Process to assess its own role in the approval chain. The group will revisit this discussion at the next meeting.

Finally, the Council initiated a discussion on its role in Program Review. The Council agreed that it is tasked with providing feedback to programs and that the tri-chairs would meet before the next meeting to draw up review scenarios for the Council to vote on.

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## **Community & Communication Committee**

At the Oct. 18 meeting C&C decided to follow the Four Agreements at all meetings, which coincided with all other governance groups deciding to do the same. The group also reviewed progress from 2018-19, including the joint study group work with Revenue and Resources, as well as progress with service leadership and communication. C&C prepared for the month-end meeting with Colber & Prosper consultants and agreed on the focus for the year:

- Governance Evaluation (Rubric)
- Service Leadership: What are the strategic objectives and learning outcomes?
- Facilities master plan

At the Nov. 22 meeting, C&C debriefed the consultant meeting with Colber and Prosper. The group had a lengthy discussion with Institutional Research about governance assessment, resulting in the decision to form a subgroup with the other governance groups being invited to participate. The subgroup will launch in Jan. 2020, and will be the leaders for the governance mid-year check-in during spring quarter. C&C tri-chairs sent a memo to other committees, asking for their participation.

## **Equity & Education Committee**

E&E met on Friday, December 6, 2019, from 1:30-3:30 p.m. in the President's Conference Room.

Guided Pathways (GP) leaders Rosa Nguyen, Katie Ha, and Ben Armerding visited us to share the team's progress this quarter and the goals they've set for winter and spring.

We had a long discussion about how we might encourage a culture of infusing equity and ethical considerations throughout our programs. This was a follow-up from our last E&E meeting where we discussed a "new program proposal" for a new Digital Marketing Certificate program in partnership with Facebook. The group agreed it may be helpful to add a prompt to the new program proposal template asking authors to comment on how the proposed program will provide students the opportunity to engage issues of equity and ethics in the program's discipline. Members Patrick Morriss and Adrienne Hypolite will bring back suggested wording for consideration at the next meeting.

Dean Melissa Cervantes updated us around progress on the draft of Equity Plan 2.0. The team just finished a round of five town-hall meetings and is currently working to debrief the input and incorporate it into the draft. She indicated that the plan will be made available for review by President Nguyen and E&E first, then will be made public and available to the campus community early winter quarter. We have an Equity Retreat coming up on January 31 - February 1, where the equity team would like to engage constituents in deeper, uninterrupted conversation about the draft.

E&E is contemplating our dual enrollment initiative through the lens of equity. Researcher Lisa Ly presented enrollment and course success data from Dual Enrollment classes that are "D" designated (Foothill classes that are taught at various high school campuses). Approximately 20% of all Foothill Dual Enrollment classes are in this category. Due to limited time, the council was only able to look at the enrollment data. The course success data and other information will be discussed at the next council meeting.

Detailed meeting minutes will be available soon on [E&E's web page](#). Our next meeting is Friday, January 10, at 1 p.m. in the President's Conference Room or by [Zoom](#).

## **Revenue & Resources Committee**

Foothill College Promise Program - Reviewed the implementations from FY18-19 list of recommendation. R&R will be evaluating the 19/20 Foothill College Promise soon.  
Study Group Updates - Bookstore study group recommended to the Council that they hire an outside consultant which was approved. Annual Budget Resource Request study group presented the 18/19 Request to the Council. 19/20 requests have been sent out, the Council will begin the process of reviewing.

Reviewed & Accepted (1) Program & (1) Certificate of Achievement - Digital Marketing Certificate Program & Films, Televisions, and Electronic Media Certificate of Achievement

Facilities Master Plan - Council formed a study group who made updates to the Facilities Master Plan and Bond Project list. The group held a college and student Town hall to receive feedback/recommendations to the FMP & Bond project list. R&R Council held one more meeting to review the most updated FMP & Bond Project List and created a memo which was sent to the Office of the President for approval to be sent to BOT. The FMP & Bond Project List was approved at the BOT.

Technology Plan - planning on having a comprehension revision of the plan by getting more information from the District and those involved in the Educational Technology Advisory Committee.



**FOOTHILL COLLEGE**

**AN EVENING WITH  
DR. CORNEL WEST**

Please join Dr. Cornel West to discuss democracy, race, and justice. The evening will also include a question and answer session with Foothill College students.

**Friday, January 17  
6:30 PM  
Smithwick Theatre**

Purchase tickets at  
**[foothill.edu/speakers](https://foothill.edu/speakers)**

Proceeds will benefit Foothill College service leadership and equity scholarships.

<https://foothill.edu/speakers>

# CALLING ALL FOOTHILL COLLEGE ALUMNI!

We want to recognize alumni who exemplify *Service Leadership*, doing good work in their professional and personal lives. Please connect with us and nominate former students for our inaugural **Alumni Hall of Fame Induction and All-Class Reunion Party** on June 6, 2020.



Share your story at [foothill.edu/alumni](https://foothill.edu/alumni)

<https://foothill.edu/alumni/>

## C&C Governance Assessment Working Group

The C&C Council recommends the formation of a study group focusing on the evaluation of Foothill's governance. The study group will be comprised of at least one and no more than two members of each governance council and members of Institutional Research.

The study group would convene in the winter and spring quarters and focus on the following activities:

- Review of the data from the 2018-19 mid-year governance summit
- Create an evaluation rubric based on a set of recommended criteria from C&C
- Work with Institutional Research to design research approaches/methods
- Work with IR to collect data
- Evaluate the data
- Recommend solutions

Anyone interested can contact the [C&C tri-chairs](#) for more information.

## Foothill Poppy Magazine Now Available

Journalism instructor Charleen Earley and her students recently released the first issue of the Foothill Poppy Magazine! Read the [e-version here](#).

with the Foothill College community? Email Vanessa Smith.



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Foothill College, 12345 El Monte Road, Los Altos Hills, CA 94022

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