



**FOOTHILL COLLEGE**  
**Participatory Governance Meeting # 1**  
**Wednesday, May 11, 2016**  
**MEETING MINUTES**

**PURPOSE:** Participatory Governance Discussion  
**LOCATION:** Administration Building / Room 1901 / President's Conference Room  
**TIME:** 1:30 – 3:00 PM

ITEM	TOPICS	LEADERS
1	Planning Structure Survey Results	Kuo
2	Discussion Moving Forward	Holcroft / Smith / Kuo

**PRESENT:** Carolyn Holcroft, Elaine Kuo, Justin Schultz, Karen Smith, Erin Ortiz, Anthony Cervantes, Roberto Sias, Kurt Hueg, Nanette Solvason, Robert Cormia, Bernata Slater, Paul Starer, Isaac Escoto, Victor Tam, Teresa Ong, Laureen Balducci, Debbie Lee

### **(1) PLANNING STRUCTURE SURVEY RESULTS**

Elaine Kuo presented on the results of the Planning Structure Survey. This survey has not been conducted in previous years – it is separate from the Annual Governance Survey. This survey was intended to determine participants' knowledge of the participatory governance structure on-campus, the processes for communication, and overall employee involvement. The results of the survey will help inform the agenda for the participatory governance meetings in May 2016 and June 2016.

48 employees completed the survey (13% PT Faculty, 46% FT Faculty, 17% Admin, 25% Classified Staff). Due to the relatively low response rate, concern was expressed that the survey was not marketed and reminders of the deadline to complete the survey were not scheduled on Outlook. The survey notice was emailed to all employees – a description, link and deadline notice were provided in the email – respondents were given 1.5 weeks to complete the survey. A few individuals suggested the possibility of doing a second round for the survey.

The presentation of the survey results can be found here: <http://www.foothill.edu/president/parc/minutes/parc2015-16/05.04.16/PlanningSurvey.pdf>  
Detailed results and comments can be found here: <http://www.foothill.edu/president/parc/minutes/parc2015-16/05.04.16/PlanningSurveyResults.pdf>

### **(2) DISCUSSION MOVING FORWARD**

A summary of the discussion on how to approach the conversation surrounding participatory governance can be found below:

- Hold an Open Forum and advertise this event; get feedback from the larger campus community.
- Run a second round of the Planning Structure Survey; market this better to the employees of the college.
- Be mindful of planning the IP&B agendas for Summer 2016; consider how to increase classified staff involvement in this committee.
- Continue the discussion of release time for classified staff to participate in governance committee meetings.

- Develop and incorporate some type of onboarding/orientation for classified staff related to participatory governance.
- Schedule a participatory governance workshop (orientation) during Foothill Opening Day.
- Should PaRC even vote on the prioritization for faculty/staff hiring requests? Perhaps PaRC should simply approve the VP prioritization to then be presented to the President (for final approval)
- Should PaRC have its own Administrative Unit Outcomes (AUOs)?
- Should members of PaRC attend a leadership retreat? This relates to orientation/training for those involved in participatory governance.
- There is a desire for more effective (better) governance, not more governance.
- The discussion regarding participatory governance can be used to generate suggestions for the new President.