

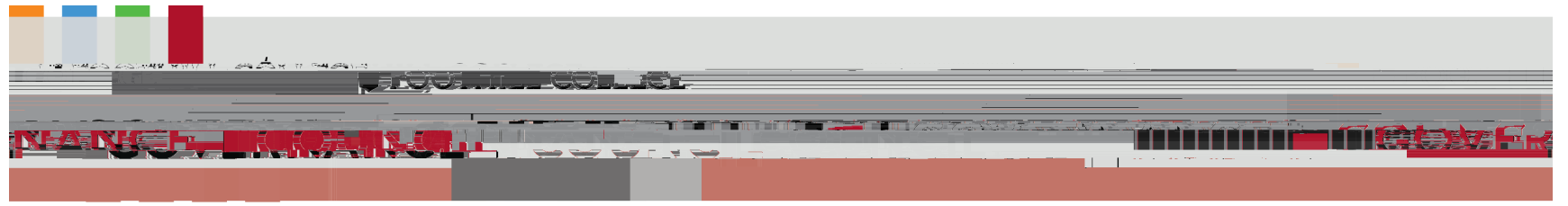
MEETING MINUTES

Date: January 18, 2019

Time: 1-3 p. m.

Loc: President's Conference Room, ADMN 1901

Item 1: Approval of Agenda and December 14th Meeting Minutes



S. Negus was not able to attend the meeting. S. Pennington updated the committee that Sean wanted to investigate a part-time faculty subcommittee, originally for Advisory Council, but it appeared to be better suited for Academic Senate. It currently is in the planning stages, short of implementation. More information on the subcommittee may be provided at a later date.

Item 4: Institutional Effectiveness and Partnership Initiative Funding

Presenter: Thuy Nguyen (President)

Decision points were made at the last Advisory Council meeting regarding the Partnership Resource Team (PRT) funding. L. Balducci stated that the final report was submitted with President Nguyen and I. Escoto (Academic Senate President) signing off. As a reminder, Foothill developed four (4) initiatives. The PRT suggested that it was a bit industrious but the College held steadfast that we would maintain the four. Implementation of the initiatives will begin once the funding comes through (fairly soon). The PRT team will come back in May to see how the College is doing and provide us with more feedback.

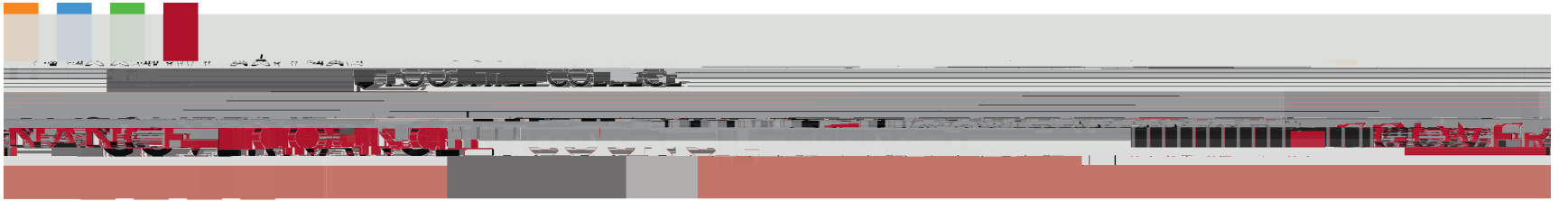
Item 5: Institutional Planning and Budget Update

Presenter: Kristy Lisle (Executive Vice-President, Instruction, Student Services and Institutional Research)

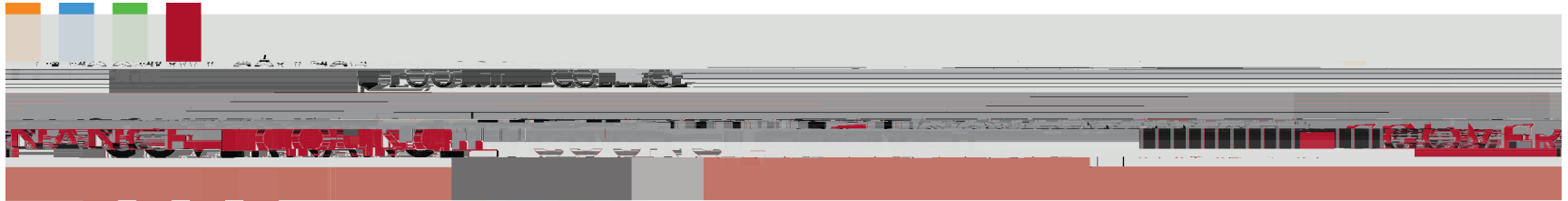
The Institutional Planning & Budget study group (IP&B) has completed the Instructional Program Review and the rubric evaluation component that goes with it, providing direction for evaluations. IP&B completed a Career Technical Education (CTE) addendum for the instructional template rubric. Both will go to Academic Senate and the Education and Equity committee for final approval. The finance template was started, but put on pause. The annual budget template has been finished and approved by Senate and all feedback from the Revenue and Resources committee was incorporated prior to Senate approval. K. Lisle worked with Eric from ETS and they are building the template into the dashboard in MyPortal so it will be online with an electronic submission.

On February 5th, Student Services Program Review will have an upcoming retreat. This program review will be different and will need to start from the ground up. IP&B will continue developing the finance template, and creating a structure around the program review process. This may entail a five (5) year timeline, rules and responsibilities for all submissions; annual surveys about what submitters liked/didn't like, and what was meaningful. Additional tasks include creating a manual, convening public forums on the overview of the program review template so that governance has an idea of what is in the program reviews to be considered (when voting for approval).

B. Nikolchev asked where a program like the Family Engagement Institute fits into this? Lisle responded that at the student services retreat, one of the first things that will need to be addressed is are student learning outcomes; that despite being student services, there are still outcomes and knowledge students need to understand. Once that has been articulated in the learning outcomes, then we are

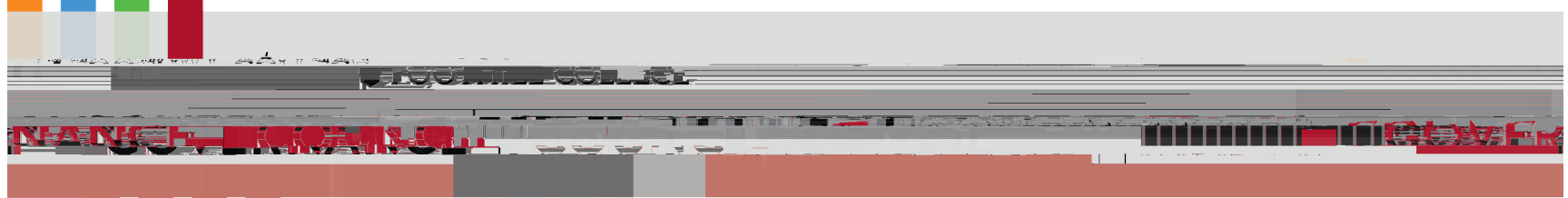


better able to



generally. All academic deans will report to Starer and will be located in the 1900 building. What is the value of this re-organization and move? Currently students with issues coming to meet with a dean in the division offices are subject to the dean being available and there or not. By providing a hub, it ensures that schedules are staggered and students can meet with multiple deans that will be able to address their questions (see PowerPoint). Ideas for use of the vacated division offices were proposed: a Career Centers, a Dream Center, part-time faculty space, or keep it for the division to use as a communal space. Starer reiterated that Administrators are really invested in feedback on this model.

L. Balducci discussed changes in the Student Services area (see PowerPoint). The priority for student services (see below) is to create a center for



C. Nguyen had a question about the SRP participant vacancies, asking for more information on how it helps with the reductions. Starer answered, clarifying the college savings. K. Maurer had questions about the process; how it was developed and when and where feedback was received by faculty and staff. Or is it that faculty/staff feedback is limited to the three (3) weeks provided between the first and last read? K. Lisle mentioned that this process started approximately 9-10 months ago. President Nguyen mentioned that this was the time for feedback and that there's been a push from Administration to go to division meetings to get more feedback. She mentioned that there are other options, but those include program elimination. Lisle stated that there was outreach to faculty but that employees may not have known that. She gave an example about how managers and deans solicited information from their employees about every area in an informal manner, but the conversations kept circling back to the area/issue of consolidation.

President Nguyen addressed the "silo-ing" of the College and the opportunity now to bring both sides of the house together, including physically. There are changes that everyone will need to adjust to in this proposal.

A. Edwards is in the Bio-Health division and has already spoken with her fellow faculty about the proposal. From faculty she's spoken to, they feel like they are creating new silos, except now they are between Administration and Faculty. She emphasized that faculty like their deans, as well as the informal one-on-one, day-to-day being access to them. A potential solution might be to have dean's office hours back in the division areas so faculty know a time when they can access their dean.

Escoto requested a summary of how moving to the hub saves money, because the monetary savings of this re-organization were not very clear. C. White, ACE President, chimed in on the confusion because it sounds like some positions were just replaced with others. President Nguyen and Lisle clarified that some positions, like SRP positions, were used as landing spots for positions that would've been eliminated.

P. Ni acknowledges the reality of the re-organization and it's necessity, but wants to propose an idea that there be regular office hours in the areas where the division faculty reside because it doesn't seem rational to him to not have division deans in the vicinity of the area of the faculty. He believes this will help maintain faculty morale. He also thinks student safety is a concern. When numerous minor emergencies occur, having a division dean in the area to refer the student to has been important. If the deans can't be there full time, then they should at least have a part-time physical presence.

Lisle acknowledged Ni's point, but also wants to consider that we have to be responsive to online faculty as well, and so we have to stretch our thinking on this issue.

