

PURPOSE: Participatory Governance Leaders Meeting
LOCATION: Administration Building / Room 1901 / President's Conference Room
TIME: 1:30 – 3:00 PM / First and Third Wednesdays

ITEMS	TIME	TOPICS	LEADERS	EXPECTED OUTCOME
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Ex-Officio PaRC Members Present:

Andrea Hanstein, Andrew LaManque, Casie Wheat, Denise Swett, Elaine Kuo, Kimberlee Messina, Meredith Heiser

Meeting began at 1:35PM.**1. Welcome**

Acting President and Vice President of Instruction & Institutional Research Kimberlee Messina welcomed PaRC.

2. Chancellor Search – Discussion with Recruitment Firm

Chair of the Chancellor Search Committee Mike Brandy, who held positions at both De Anza and the District, opened the chancellor search discussion. Brandy provided an overview of the search process and noted that the process would be confidential. The process would officially begin next week, and the committee hoped to hire a new chancellor by the beginning of the next academic year. Academic Senate President Carolyn Holcroft, Vice President of Finance and Administrative Services Bernata Slater, and Institutional Researcher Elaine Kuo had been selected to serve on the committee. The Foothill student representative had not yet been identified.

Search Consultant Pam Fischer, a former community college alumni and chancellor, stated that her role in the process was to help in the recruitment of candidates. Fischer noted that a webpage dedicated to the chancellor search would be up by next week. The search committee would continue to update the college throughout the process via the webpage. In addition, Fischer

Fischer then asked what type of person would be successful in addressing the previously discussed issues?

Heiser responded that a successful

Messina presented the Program Creation Proposal: Certificate of Achievement in Game Audio as a second read for approval on behalf of Vice President of Workforce & Institutional Advancement John Mummert, who was not able to attend this meeting. Messina commented that PaRC should continue to invite the faculty authors of each program creation proposal to present their proposals. Program Creation Proposal: Certificate of Achievement in Game Audio approved by consensus.

5. Emergency Hire Request: 3SP Counselors – 2nd Read for Approval

Vice President of Student Services Denise Swett presented the Emergency Hire Request: 3SP Counselors as a second read for approval. Rosales asked how much 3SP funding would be left after the four full-time, tenure-track counselors were hired. Messina commented that the total amount of funding for next year would be based on the funds spent this year. Basic Skills Workgroup Administrative Chair Victor Tam asked if the four counselors would be generalists. Swett confirmed that the counselors would be hired as generalists; however, the new hires could work with other divisions to meet student needs. Swett noted that the counselors would be housed under the Counseling Division, so to provide consistent training and ensure centralized communication. Emergency Hire Request: 3SP Counselors approved by consensus.

however it was important to know how the campus addressed the issue. LaManque stated that further probing of each group could provide more information. Kuo added that environment and history might have had an affect on how respondents viewed this question.

Fernandez asked how results could be accurate if only 9% of employees and 2% of students participated. Kuo stated that the employee response rate was good, but student participation was low. Kuo then commented that of the 2% of student responses, no extreme responses were reported. Lee asked what the data would be used for. Kuo replied that Foothill could use include this data in the Educational & Strategic Master Plan (ESMP) document. In addition, the data could be used to probe subsequent research studies. Heiser asked how many part-time faculty participated in the survey. Kuo said that part-time response was low. Kuo then stated that the exact figure would be reported at the next PaRC meeting because the figure was not currently on hand. Ong stated that part-time faculty did participate in the survey feedback request that was issued by De Anza Institutional Researcher Mallory Newell.

Kuo reported that 45% of respondents stated they strongly agreed or somewhat agreed that appropriate efforts were made to recruit underrepresented employees. Kuo noted that this might be an area that FHDA would want to investigate further.