

Mission Informed Planning Council
June 16, 2023
President's Conference Room 2:00 – 4:00 PM

Attendees:

Simon Pennington, Ram Subramaniam, Josh Pelletier, Josh Pelletier, Saintra Thai, Cheryl Balm, Tanya Payyappilly, Sushmida Majumdar, Poonam Solanki Joshua, (Online: Kristina Whalen, Voltaire Villanueva, Jordan Fong, Fatima Jinnah, Adiel Velasquez, Kennedy Bui, John Fox, Skye Bridges, Phuong Tran, Chamu Palaniappan, Rosalyn Moya, Liz Leiserson)

Minutes:

Minutes approved as amended.

Elaine: A quick update that the ISER is available on our website for feedback. We have received feedback thus far. Thank you to everyone who has done so. We are carving up the ISER and sending the sections to folks for feedback. Everything on the Accreditation website is what we have for the ISER. We are still working on the improvement plan narrative. We will move forward for II.A.7 and II.A.11 with our narrative. ASSCJ does not require a lengthy section. We'll write the narrative this coming week for review by the Accreditation Steering Committee. After June 30, the unified document will be on the Accreditation website for review all summer. Please look at Standard IV.A, if nothing else, as this is looking at Leadership/Governance. (Kristina) This is the second read. Are we generally giving consent to the major content areas? (Elaine) The ISER will come back in the fall for approval. I do not know that we'll need a first and second read. It does not need to come for approval at this time. The hope is we incorporate some of this as part of a workshop during our Opening Week. (Kristina) Thank you. We'll make sure to incorporate that.

Resource Allocation Guide:

(Voltaire) This is the second read to approve. (Ram Subramaniam) We did incorporate John Fox's feedback. This is all we have received thus far. (Voltaire) This is a formal vote. The document will guide us moving forward. (John Fox) Motion to approve. (Chamu) Second. (Voltaire) Any additional discussion? Hearing no more, all in favor say I. Unanimously approved. The Resource Allocations Guide has been adopted. (Ram) Where will this live? (Voltaire) Good question...There are many aspects of this guide that reside in different parts of the campus. (Elaine) The previous governance handbook listed all the various policies and documents. I was wondering...we should discuss in the fall when we reconvene. The current MIPC website lists most of the operating procedures. (Ram) We should add to the MIPC web page and then consolidate into larger MIPC handbook. I want to acknowledge and thank everyone involved in the drafting of this document. Faculty, students, and classified colleagues. They created this document from scratch. (Voltaire) I echo this as well. This is showcasing how shared governance should work.

Smoke Free Campus:

(Saintra Thai) Cheryl Balm stopped by ASFC last week. In the fall if Cheryl would like to come and add the topic to the agenda, that would be great. We should have a student resolution by then. (Voltaire) There were some concerns about Breathe California. Is it the students or Breathe California pushing this along? What are the unintended consequences of this ruling? There is really nowhere for smokers to go, unlike at De Anza where they can walk across the street. (Kristina) The last time I was here we were surprised to hear that there was survey tabling on campus. I wanted to share that I watched and listened as someone walked up to the table. The survey was framed in a way to elicit a particular response. (Ram) What is Cheryl and her group's ask of MIPC? (Voltaire) CAC said talk to the campuses first. If the colleges agree, then there would be consideration to draft a Board Policy. Is there a position we want to take? (Jordan Fong) The students were very concerned. They did not want to ostracize peers. The students wanted to hear more feedback from across the campus before making a recommendation. (Chamu) The student response...not too much time to talk to lots of students yet. We are wondering what the smoke-free initiative would entail. I think banning smoking would be problematic for some students. There is no other place for us to go to smoke. Is it under our purview to completely ban smoking. (Skye) I know we do not want to overwhelm students with surveys, but maybe a quick yes/no survey in campus might be helpful. I already thought we were a smoke-free campus. Smokers to use the designated areas and I have not seen them smoking on campus. (Jordan) This policy would affect everyone and it might prevent some people from feeling comfortable on campus. Some folks might not want to be part of our community. Some faculty noted we have designated areas and they are used properly. They see no need for a stricter policy. (Saintra) I am curious with De Anza's experience. (Cheryl) Breathe California will be here in 15 minutes. They surveyed over 100 students and the data will be available. This initiative did start with De Anza students. At De Anza, you cannot get onto campus without walking through smoking areas. Our student-athletes have to walk through smoking areas. A lot of people start smoking at 17/18 on their college campus. We are seeking to ostracize or punish smokers, but we are trying to prevent students from taking up this habit. The tobacco industry prey on 17/18 year olds. Talking with the Chief of Police, smoking areas are also a magnet for the sale of illegal drugs and other illicit activities. (Jordan) I feel we are stereotyping smokers when we talk about the sale of drugs at the smoking locations. I also feel like it is not our role to regulate/monitor students' smoking. We should not be the judges of this. (Cheryl) I was not trying to cast aspersions, just reporting what the Chief of Police said. (Elaine) Without more data we cannot conflate activities. (Skye) Two other points. I talked with Kristina about this. What is our current drug policy at Foothill? Smoking is not the only way students consume nicotine products? Are other colleges involved with Breathe California? (Cheryl) We do have AP and BP laws. We have signs that say no smoking except in designated areas. That is the current policy. At De Anza everyone is in support of going 100% smoke and vape free. (Tanya) Breathe California started in 2003 and have been promoting lung health since then, San Mateo CC decided to go smoke-free in 2021 and we worked with them on this. We do not want to criminalize smoking, but we promote health. People exposed to second-hand smoke is a problem. I have preliminary data, but it is not fully analyzed yet. At De Anza's

Farmer's Market parents said they do not want to send their kids to a college that allows smoking. We are here to help and support people to quit smoking. (John) Big issue here. I used to work in Harm Reduction. I am generally opposed to prohibition. It won't stop students smoking on campus, but if we can contain smoking, then I think moving more in that direction is much better. A ban could cause more harm. (Elaine) This policy would affect all sites? (Cheryl) Yes, it would be a District policy. 75% of respondents to the survey said they would support a complete ban on smoking. I quit smoking when New York made it illegal to smoke. I needed that push as I could not do it on my own. (Sushmida) I am doing the surveys. Two students made comments that they do not want to get cancer from second-hand smoke. One student has asthma and she is concerned about vaping inside a classroom. (Elaine) we already have a policy on this. (Skye) I am curious about the implementation. If students are caught smoking, what would the consequences be? Who and how would this be enforced? I agree with the harm reduction approach. I am curious about the demographics of who took the survey. (Jordan) At the last meeting, we discussed that there would be no penalty. We have not yet done a survey about how Foothill students feel about this policy. (Rosalyn) I want to give two examples of ways folks have implemented these policies. Two colleges went the educational route with information and signage. This is slower, but effective. This approach has been encouraged in public health. SFSU gave tickets that were quite expensive. This effected quick change. But, this is a burden on students. (Voltaire) One more comment...(Chamu) I agree with Skye. If we are doing a Foothill survey, who will be in charge and what would the timeline be? (Cheryl) There is no one at De Anza asking to ticket or penalize smokers. (Voltaire) What is the sense of MIPC on this topic? There is interest in gathering more data. We have not had much time Do we want to look at this again in the fall? (Fatima) I think we should table this. One thing we could start with is smoking prevention/cessation materials and messaging. I agree with Skye that Foothill does not feel like a smoking campus anyway. (Kennedy) Whatever policy we move forward with, would it include vaping too? (Cheryl) Yes. If this was approved, we'd have a year lead in to promote cessation. Central Services and De Anza really want this, and I am happy to hear that Foothill does not have a smoking culture. (Josh) If we do build student-housing, then we need to consider what that would mean for any housing development. (Jordan) While I understand that DA and CS want this, we need to have a more through conversation to think things through. (Voltaire) We have consensus that we will revisit this in the new academic year.

13-55 Planning for Academic Year:

(Carolyn) We are here to answer questions and take recommendations. (Ram) Retention plan sounds like a great idea. (Elaine) Just to be clear, that would mean that Retention would be the overall priority. (Liz) We would need to specify one of the issues from 13-55. Everyone in the college would work on Issue 9. (Phuong) What are we going to do to retain students? (Carolyn) Is the question about uncertainty about how would we do this? (Phuong) Yes, is there anything we have not done to retain students. What can we do differently? (Carolyn) Each area would ask, what can I do? For instance, how would the STEM area address retention? What does retention look like in your area? (Phuong) Shouldn't we have a strategy to tackle retention issues? (Ram) We'd come up with those strategies once we have identified the focus. (Phuong) I would hope we could track how successful we are with our strategies. (Liz) We are not looking for a new definition. Maybe we just say "Issue 9" as it is super explicit about the focus. (Elaine)

We are not looking at the enrollment definition of retention. This maybe not what works for each particular program. (Liz) The Issue is pages long and it is not just retention. (Voltaire) If we were to look at the SVE, the document goes in-depth into the issue. Any other thoughts or questions? Any motion to approve? (Jordan) I move to recommend Issue 9 as the focus for the 23/24 school year. (Saintra) I second. Unanimously approved. Thank you Liz and Carolyn for coming to MIPC.

Evaluation of Processes:

(Elaine) Two weeks ago we had a conversation about documenting the good work we do at the institutional level. We are here to talk more about what that might look like. To help frame this I want to start off with shared assumptions. We are special, we do work that makes a difference, we want change and innovation so student outcomes are not predictable by race. Can we tell this story as our truth? We need to change structures, the system if we want to truly affect change. Strategic planning and assessing institutional effectiveness. We also want to conceptualize this in different ways. Mission Statement, Vision statement, ILOs, EMP, SVE, and learning outcomes. We present our work through learning outcomes and planning documents. We are doing this work, so why is this not enough? 13-55 work is an excellent example of what we are doing, but we need to think broadly about our institutional priorities. How is everything coming together to support the whole institution. We need to shift from the me to the we. This allows the institution to be responsive and reflective. The 13-55 poster session is an example of the reflection we need to do more of. We have two models, standing and annual. The annual model would involve groups convened for a limited time. Standing model has its own planning calendar. There are benefits to both models. (Voltaire) Is there an ask of MIPC? (Elaine) This is informational and the discussion shows what is involved and proposes two models (standing and annual) for us to consider. It does not have to be either/or and we can mix the two. (Kristina) Is the end goal for us to choose between the two models? (Elaine) Yes, but we could land somewhere in the middle. (Kristina) I need to think about this before I can provide helpful feedback. (Voltaire) Can we share these slides on the website? We can share with constituents and bring this back in the fall to see where we land on this.

EMP Committee Formation:

(Kristina) I took all the people who were on the last masterplan and removed everyone who has since left the college. We do have representation from AS and CS and it is clear that some appointments are based on peoples' roles. It also seems we include affinity groups (based on MIPC). There were work groups last time that we might want to replicate again. (Elaine) I was the person who lead this last time, so we can talk offline. (Kristina) I am cognizant that you are already working on the ISER. I will ask if there are any roles we see missing in my list? (Saintra) Are any PT instructors included? (Kristina) That is gap. No PT representation. Any other gaps? (Elaine) would the DEI Dean also represent the professional development arm of the group? (Kristina) We might need to spell that out. We do have a new group forming for the EMP. (Voltaire) Do we need formal approval? For AS we'll put this on our consent calendar and approve these faculty members. (Kristina) I am happy to formalize this if it is the will of MIPC.. We are making progress and I look forward to discussing the phases of this work with Elaine. One question...I heard someone mention consultant. Do we want to vet a consultant to help

with some of this work? (Voltaire) Please let Dr. Whalen know if you have feedback. (Kurt) If we look at a consultant, it should be someone who provides significant value. We have struggled with some consultants in the past.

Hiring Outcomes:

(Kristina) earlier today, we passed our resource allocation guide and there is some faculty hiring in progress. These positions (faculty hiring) were approved and we can see the outcome for each committee. We do have some failed searches and some searches still in progress. For full transparency, the Resource Allocation Guide does allow us to do some hires. I have discussed with Voltaire the possibility of hiring a one-year FT faculty for internships. This person would help with work study, etc., and help develop enrollment for the college. Given the failed searches that one-year appointment would not be a financial hardship. (Voltaire) Given CTE, this move aligns with what we want to do and falls in line with our priorities. (Kristina) One thing I'd like to share here is that one policy that caught the eye of student services was that student workers had to be enrolled FT. The handbook has been changed to six units to be eligible for work study. This has been hailed by many as an impediment to getting positions filled and the change will allow more students to be employed by the college. (Kurt) I do not think we have a TTW position open. (Voltaire) Questions or comments?

Sanctuary Campus Resolution:

(Skye) At De Anza there was an incident with armed border patrol members at a career fair next to the DACA table. There was a request at the Board meeting to designate both campuses as sanctuary campuses. This is something we should discuss at MIPC. This is difficult based given that it happened at De Anza. My ask is for guidance. I feel this is a serious issue and students alone cannot ensure students are safe. (Voltaire) There is traction at the District level to review a board policy and an administrative procedure. It looks promising that there could be a BP. At Chancellor's Advisory Council there was support. (Kristina) I remember this discussion as well. (Chamu) A few De Anza students left campus and I am not sure they returned.

(Josh) The Mission Statement group will be working on the Mission Statement through the summer. (Elaine) As we update the Mission Statement, we will now have a 9-10 gap between revisiting Mission and Vision statements. MIPC should look at the Vision statement. (Ram) If you still want to cook with Ram on Sunday, you can still do that. Just text me or call me? (Kristina) Apologies for the hacking. We are looking at the ISP address of this person.