# MEETING MINUTES

Date: August 31, 2020

Time: 9:30am – 11am

Loc: <https://cccconfer.zoom.us/j/99217373919>

## NOTES BY TOPIC

| **ITEM** | **TOPIC** | **DISCUSSION** | **OUTCOME** | **NEXT STEPS** | **\*RESP** |
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| 1 | IntroGreetings | * **Simon**= Motion to approve last week’s minutes
* **Kathryn**= abstain, I wasn’t at that meeting
* **Simon**= the minutes have now been approved (Escoto and Grewal)
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| 2 | Student’s ReportASFC | * **Abhi**= Last week Brian Evan’s mentioned a budget reduction method that was interesting, so the students met over the weekend and we wrote up a document, we support the “shared pain” approach; Priya and I have signed this
* **Adam**= I didn’t sign this document, because I’m not sure how you can determine this, and I don’t think this is the best option, there are more efficient ways to help with the budget
* **Abhi**= we are just bringing this to the table, and would like it to be in the discussion with the full weight of the circumstance
* **Arjun**= I didn’t sign it, but now that I’ve heard this, I will sign this document
* **Abhi**= it looks out for the whole campus entirely
* **Robert**= is there awareness of this budget cut amongst the students?
* **Priya**= we are trying to spread the word, there’s even faculty members that are unaware of this
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| 3 | President’s ReportItem 1 | * **Thuy**= there’s an extension on the time for the 2-part item, the concept of “re-imagining” is a big discussion
* **Kathryn**= what is the directives with budgeting? De Anza has their strategies laid out, are you thinking of this too or what? I agree with you and the extended time for discussion, but could you lead us through this? We really need leadership and that is where this is coming from
* **Thuy**= these things take time, I have cancelled some meetings to have more time for us all to talk, academic senate and joint councils are hoping to receive info on the particulars and when it’s needed by; various elements and stages involved; $4.025 million on-going reductions in our budget; today is the last day to meet,.95 deficit, wise not to do a budget report our district does this meeting on 9/15 join in on this meeting it’s about budget analysis from the district personally, it lays out what the budget reduction is and the guiding principles; I thought it was important and I’m glad we incorporated this with the different groups as well; we did include “shared pain” last time, I asked the students to revise their letter to have this; not cutting programs per say, more focused on positions; according to De Anza’s budget scenarios they laid out their tasks at hand for joint councils, then in terms of time-lines our college is not aware of our pacing, so a proposal made them, I asked you do a 1st read 2nd read and 3rd read; wrap up your guiding principles, and then Oct 2nd the college can provide you live feedback. You went into this work to help people and because you are passionate about education, not to cut people out of their jobs, budget is about the personal decision, with all the info necessary, it’s still tough and it still has its limitations, so I understand how challenging this task is, I appreciate you not pointing fingers, there’s a “we’re in this together” feeling. Look forward to engaging with you later on this matter
* **Sara**= when you were 1st hired here and stated what your vision was, I’m a little concerned about your vision. How can you claim you haven’t done any math yet and that you’re not having these conversations at all is alarming; you gave us these 3 options where we have to come up with this on our own. I’m proposing that there is something missing, if you wait until oct 2nd to present your vision, then it’s too late for us to help, the middle ground is where you actually share, but you have to invest in this conversation
* **Thuy**= I look forward to the future conversation, you are the center now and what you come up with and decide, because there is the skepticism when you think these exercises aren’t critical, but they are; this is a double edged sword, I am engaged with you, we’re here and we have these guiding principles, I would really like us to speak outload together
* **Sara**= You are the center we are not, but I think there is skepticism because you are the person who knows most about the college, but to have us collaborate not knowing your vision isn’t going to solve anything, I just want you to reach a middle ground, you are leading us that is why we hired you, but holding back because you’re worried about what others are going to say; you’re not giving us any ideas
* **Thuy**= This is the middle ground? There’s nothing that you have all said so far in every meeting that I have disagreed with; the critique is to give us the problem and then we solve it; but this is the problem, I’m asking you to solve this, you have to talk about people’s positions and there’s no good way to do it, it’s going to be painful. One of the conversations I’ve had looking at something simple like the hiring holds, and look at the backlash I received, I think the college is asking for something different, it seems like De Anza is getting closer to what we are doing, but I’m looking forward to our conversation at 10:10am
* **Isaac**= we’ve tried to be clear that we wanted to work together with admin, not that we wanted to have the entire problem for ourselves, we didn’t want all of it, we don’t have the details like admin does, we do have our expertise in our field; but admins info would be helpful now, but the intention wasn’t that we want all of the problems
* **Kathryn**= it’s not only what we meant, it’s what we said/wrote, that’s why we wrote a letter, it says that: “we want to bring this to all constituencies [that are happening like these] and equip us with all the necessary info that can help us better prep and help". One option that you came up with was joint cabinet, it’s not clear to me to do this without any info, we asked so many questions of this nature and we saw nothing, we haven’t been given anything to actually do this work, I would like to explore this but I completely agree with what Sara said, that this is not enough time for input besides communicating out
* **Brian**= I agree, I’m new and this is pretty stressful, so what would be very helpful is more presentations, involve everyone, we need to know all the underlying info, not let individuals come up with plans on their own blindly
* **Amy**= why are we postponing the re-envisioning conversation? We need to know what Foothill is doing with our new info on Foothill, not district info, why postpone this convo when it’s the most important?

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| 4 | Financial Plan and Info | * **Bret**= Financial info, most important within these [4 worksheets]: shared actual expenses of 2019-20 year, I have removed names and ID #’s titles of positions on these reports, they are a look into the accounts with lots of info from different funds, summarizing, and actual labor & benefits pieces for each position, useful info for this group
* **Simon**= will you be able to share this with everyone?
* **Thuy**= Bret still needs to take out the names and personal info, and will afterwards
* **Bret**= estimated benefits, these are the adopted figures, but this is the best projection
* **Anthony**= wanted to bring up the subject on Bret’s ideas for cuts, does he have imagery on his ideas, anything available?
* **Bret**= 2 things: 1 looking at b-budget 3.3million or so, we did not look at this too much, cut some of our ongoing discretionary funds, dependent on our carry over balance, utilizing the vacant SURP works, retirement funds, basically the district offered this retirement fund, we leave these vacant positions, pay down folks who want to retire early, by leaving it vacant, can pay down retirees, last year was the 1st year, this is the 2nd year, then 3rd year is next year; we use carry over 1-time money pay vacant faculty use that money taking on-going reduction by eliminating position that would provide value
* **Anthony**= can we get a list of the vacant positions to see how it would impact?
* **Bret**= yes, we can; also, do you want the B-budget amount or percentage and see if we can still function with that?10% reduction 25 % reduction
* **Anthony**= yeah, I think this is good
* **Thuy**= Vacancy and b-budget are good strategies
* **Bret**= issue with communication, we have been trying to get info from district but I feel they are behind, they have reflective numbers but not actual “tentative” numbers, the data may not be perfect but it works for them
* **Anthony**= What is they budget breakdown and admin operations?
* **Bret**= A- and B-budgets and the break down, 80% instructional, 6% Admin services …subtotals and total, all positions: deans, admin assistants, lab assistants, etc. The average is zz, open position for faculty average hiring a new position, but if we look at SURP, we take the value of the person resigns and use that hirer value, they were here for a longer time
* **Kathy**= less people but more students, you would serve a whole lot more students
* **Bret**= SURP idea, the district was giving us the value of PT faculty for FTE and they allowed us to have this 1320 budget, the difference is what being used to pay for the SURP, if we are utilizing we would not have the backfill in the 1320, the negative aspect we are losing FT position we would lose the equivalent of 1 FTE pers $68,000 with benefits on top of this
* **Thuy**= whether to take this idea or not, 2 or 4 million dollars, if you knew, is that another million dollars, 10% reduction in b, you have to get a pretty significant amount for savings, as far as SURP goes we have to consider who, if we use all for the SURP, we have to figure a way to pay for it, but half the position changes the numbers depends on how much we deiced to cut.
* **Denise**= these are the things we should be looking at, besides the on the surface ideas like we have been coming up with
* **Thuy**= lottery funds, I have to see the final vote on this legislature
* **Bret**= mainly for laptops, not for positions, but it can help fill up b-budget, but I don’t know how helpful it will be
* **Donna**= I am aware of SURP, and PT faculty, do these savings go on the 50% for faculty or just admin?
* **Bret**= the margin, we are utilizing all the teaching ones for PT faculty, and that ID the 50% and other is vacant not teaching in the classroom, so not affecting the piece for PT, we are 53-54%, we are fine
* **Isaac**= back to the middle ground discussion, better collaboration here, after what I heard and felt when I look at those #’s, it will be very difficult to quickly come up with concrete ideas on cuts, maybe have a study group led by Bret to help play with those numbers and push things around, these numbers can be overwhelming, how and when this can be done I don’t know
* **Bret**= I think we need have reps from each of the divisions, we need the expert piece
* **Thuy**= I like this, I wanted to do this with the department chairs with a much more personal nature of all of this work
* **Abhi**= response to Isaac, will we actually have enough time to execute this?
* **Simon**= plan C is gaining momentum? Return to this later?
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| 5 | Kristy Update | * **Kristy**= Cristina Espinoza after Labor Day to senate and me, we did meet to all be on the same page, senate wanted qualitative data to help with the discussion, will share a doc after she edits it
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| 6 | President’s Discussion on “Re-envisioning” Item 2 | * **Thuy**= hiring holds, mechanical technicalities, we needed time to lessen the impact, I know this won’t be easy, guided cabinet to give you anything you need, the conversations around this info is critical, reframing and revisioning and not only for equity plans, but for what the future will look like for Foothill College, but the budget is speeding up this future idea/plan; this is where we are at, I do hope we can find additional time later to talk more; I really liked the Equity piece: 1st and foremost, can I have the people who helped create this come on and speak about this: Isaac, Betsy?
* **Amy**= can we just move forward and not waste time?
* **Thuy**= this is important to the conversation
* **Isaac**= we looked at big picture ideas no particulars, we didn’t apply these recommendations
* **Thuy**= is the intention of this guiding principle is to protect programs like Umoja? Puenta? Etc.. We now need to make these operational? How and what does this mean in actuality?
* **Betsy**= we haven’t created strategic objectives
* **Julie**= I was with 1st revision meeting, and we were very focused on applying the student letter, but I’m not sure if the final version included this?
* **Thuy**= In example: Athletic programs, football and basketball should be protected because of the impact it has on students of color, we need to unpack these concepts, I encourage applying thinking this way; does this mean less, produce guiding principles minimizing cuts and laying off people; there was serious deliberation to just lay off people not just move them around, we came to the conclusion that this is important; I was in the mode of minimizing program elimination, it can’t be pointed out in the particulars, have program reviews and look to improve rather than eliminate. I don’t know how much we can achieve this, what we have seen is more on the instruction side, we didn’t eliminate programs last time, some have voted on this previously, I want to ensure that we continue to provide what we already do, the 1st set of thinking and when the proposal comes out that we listen and make any tweaks, I say last year because those are still the case, and you know how real because I try to practice them, we don’t operate in silo’s, 60% instructional, I don’t operate like this, I like to cooperate as a whole, braided funding don’t silo even the funds, this is CTE fund and cuts within the frame work, I take a more braided approach, and utilizing categorical funds, I don’t know for this time, not about slashing, looks at it like investing, looking at the next 2 years, it was very early on, the team voted unanimously for shared/open, bring the offices together, more interdisciplinary conversation, colleague talking, evaluation on this, not having a VP of Services need a conversation about this, some divisions are bigger than others we need to access and talk about this; I asked us to do this evaluation before the pandemic, but the plan is not about how we spend money but every funding source needs to be looked at, our college is getting there, but there are the ingredients for success around equity work, there is the goal to at some point where our college is always thinking and responding with racial equity: it’s second nature to us, we almost don’t need to talk about it because it’s so apart of our DNA, trajectory that is positive, normally when I have these convos on budget reductions, I don’t like being in basic aid, it closes access. Enrollment & Equity. My 1st objective was to be a Hispanic serving campus, increasing access to communities of color, 2nd formula with scholarship. What is a potential for our college in becoming a historically black community college? What would that look like? Ideas on this? Access is so important to me. Provide additional 1320 dollars, why put in dollars just stick to budget given, whenever we have done this, we struggle to pay for PT faculty to provide these services I was willing to surpass. Guided pathways= meta-majors? What are the potentials? The potential to organize ourselves like this and onboarding and outreach as the same, we reach out make sure that they are onboarded correctly, there is a lot around navigators for students, insert data, career explorations and service leadership, to what extent I’m hopeful I want to learn and create space, this where I’m at
* **Ram**= address the equity piece and guiding principles is the way I thought about this. Take a look at what programs are doing really well, then we look at 100% success and closing the equity gap. Allied health programs, match the demographics identical to the college, we try and expand on allied health programs and use these principles to expand to the rest of the college, weaving together the ideas of guided pathways, success is not predictable by race, unit where this is true and learn from them
* **Sara**= thank you for engaging in this conversation Thuy, clarify? Appreciate you bringing up last time? Ideally, I want to avoid cutting too, it’s a goal but not real, equity is not a vision it’s a goal, a vision is a plan, we want to strive to focus on guided pathways, but I’m still missing your plan, what is your vision on how we get there? What is that step? And how does it fit in budget reductions? Decisions around this, take what Ram said, and put all the eggs in something, that is something that the council can consider, everyone wants ideals, but what is your plan?
* **Thuy**= this is a shared vision, if Allied Health Programs is the mode that you want to proceed then proceed, what do you recommend? Then that is how we will proceed?
* **Robert**= should we think about, being smaller, following with what Ram said and do strategic trimming and investment meeting our dollar target goals.
* **Fatima**= I’m happy with what Ram said about equity and looking at how they achieved this. Allied Health can choose their students and who participates, open access Community College you can’t do this, but interested in learning more
* **Kaythryn**= how do we get guidance and who went reinvent and revision a new model, the model of Umoja and Puentes, more wrap around and how we achieve this
* **Ram**= my vision, is try to think about it as the Allied Health college and CTE college
* **Simon**= bring together admin, faculty, students, staff, go through info that Bret has shared. Thoughts on how to proceed?
* **Kathryn**= joint council has an important decision, we as a council comes up with cuts? How it’s possible unless I start investing way more time, I don’t know how to do this, what are the actual options?
* **Sara**= 2nd option, and we do that on the 14th instead, and actually give us time to talk about these things?
* **Kathryn**= addition, maybe some of us help? Joint group, please invite members of the council to be on council and do the work
* **Thuy**= not sure to do month 14th minimally, there are a lot of steps that go into this, meet with union because of the possible layoffs, and district with how it fits with their numbers; but let me marinate with this thought with the Oct 1st deadline
* **Denise**= ideas that Bret has, and where we can cut, I do not feel there is enough time to understand everything and make a good decision of 4-million dollars’ worth of cuts, a basic document, a rough draft?
* **Thuy**= we will try to do that scenario
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| 7 | Closing statementsGoals for Next time | * **Simon**= meet with for program consolidation, any other questions or comments?
* **Brian**= maybe making videos that help us understand this info would be helpful too?
* **Simon**= how did we do with participation today? Students in particular? I see a lot of thumbs up. If you have anything, forward them to me, remember these conversations are hard but having these conversations is the best way to resolve these sorts of issues.
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\*Include the person(s) and or group responsible for next steps.

## MEMBERS PRESENT

### Voting

Tri-Chairs: I. Escoto, M. Teijeiro, A. Cervantes, J. Pelletier, D. Perez, K. Maurer

Administrator: C. Allen, K. Hueg

Classified Staff: D. Deng, I. Sanchez-Zarraga, P. Brown, R. Edwards

Faculty: A. Edwards, S. Cooper, B. Evans, MA. Sunseri

Students: A. Muhar, A. Grewal, A. Loo, P. Vasu, I. Haq

### Non-Voting

Ex-Officio: E. Regalado, L. Scolari, K. Lisle, T. Nguyen, G. Krause, K. Harrel, B. Watson, B. Nikolchev, R. Subramaniam, M. Cervantes, D. Lee, L. Maldonado, S. Kim, T. Ong, L. Whitley-Putz

Recorder: Anna Harp

Facilitator: Simon Pennington