



FOOTHILL COLLEGE

**GOVERNANCE | OFFICE OF THE PRESIDENT**

To: Advisory Council

Cc: Revenue and Resources Council  
Equity and Education Council  
Community and Communication Council  
Administrative Council

Fr: Thuy Thi Nguyen, President *TTN*

Date: March 4, 2020

Re: Assessment of Reorganization Due to Budget Reductions

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At its February 28, 2020 meeting, I inquired with you to assess the reorganization recommendation that Advisory Council made last year as presented by me and the administrative team. (See reorganization chart recommendation: [Phase II Budget Reduction and College Reorganization.pptx](#))

The purpose of this assessment is to examine the reorganization with the goal of continuous improvement. This process is part of an overall effort to be a reflective college – recognizing what is working, hearing people’s concerns on what is not, and making improvements.

Upon your advice to provide a list of questions meant to guide feedback from Advisory Council constituents, I worked with the tri-chairs to produce this Governance Memo with such guided questions. I ask that each constituency group provide feedback to their constituency representatives by the March 20<sup>th</sup> Advisory Council meeting, as on that date I will request that the Advisory Council representatives recommend which area(s) of the reorganization the college should explore making changes.

Please note that many elements of the reorganization were made to meet the budget reductions; thus, any recommended changes to the reorganization most likely will have budget impact and your feedback would possibly require further discussion as needed in order to reprioritize resources.

Thus, I will consult with Cabinet to consider financial and organizational implications of your recommended improvements, and then return to an Advisory Council meeting in April (to be scheduled) with suggestions on how to implement the recommended changes. If significant implications exist as related to recommended improvements, I will relay this information at said meeting. At that April meeting, the Advisory Council could recommend to me either a course of



action, or further opportunity to relay said implications to constituents with a formal action recommendation at a future meeting during the Spring Quarter (or even next year, if need).

Though the following questions are meant to help guide feedback, constituents are absolutely free to comment on any aspect of the reorganization. An anonymous online survey, similar to the one made available during the budget reduction conversations, is also available for those who wish to provide feedback through such mode: <https://foothill.edu/president/updates.html>

For your reference, attached is the current organizational chart that reflects the reorganization as recommended last year and any additional changes to date.

For each of the following areas below, please provide feedback on:

- How are things going?
  - What specific solutions/action(s) [if any] you think Advisory Council and I should consider that would improve operations in these areas?
1. Consolidated the instructional division offices into one central “Student and Faculty Support Center.”
  2. Created the Dean of Apprenticeship position and apprenticeship unit.
  3. Created an Outreach department.
  4. Reclassified the AVP of College and Community Relations, Marketing, and Communications/Chief of Staff position to oversee marketing, newly formed outreach department, governance, and Service Leadership.
  5. Reclassified the Executive VP of Instruction and Students Services to oversee Instruction and Student Services (that is, eliminated the VP of Student Services position).
  6. Eliminated the Director of Facilities position.
  7. Eliminated the Dean of Sunnyvale Center position.
  8. Eliminated the Supervisor and full-time Driver positions at the Disability Resource Center (DRC).
  9. Expanded the Office of Equity and Inclusion by upgrading an existing position to Supervisor; reclassifying an Administrative Assistant position; and changing reporting structure (Honors with 100% release time, Puente, Umoja, and Family Engagement Institute).
  10. Merged Biology/Allied Health/Horticulture and PSME divisions under one Dean and left the Director of Allied Health/Horticulture position vacant.
  11. Any other direct or indirect impacts of the organization not listed above.