

**Mission (I'm) Possible Council**  
**October 7, 2022**  
**President's Conference Room 1-3 PM**

**Attendees:**

Elaine Kuo, Kennedy Bui, Kurt Hueg, Adiel Velasquez, Simon Pennington, Chamu Palaniappan, Valerie Fong, Catalina Rodriguez, Josh Pelletier, Janie Garcia, Jordan Fong, Voltaire Villanueva, Amy Edwards, Ellen Judd, Bernadine Chuck Fong, Ajani Byrd, Stephanie Chan (online-Lisa Hills, Skye Bridges, Phuong Tran)

**Open Forum (10 mins)**

- Welcome from President Fong
- Chamu Palaniappan– email from the district regarding the 5<sup>th</sup> circuit court of appeals. ASFC did motion to support DACA students.
- Janie Garcia and Simon Pennington – Outreach has communicated with our partner schools to indicate support and our website has been updated.

**Review minutes from 6/10/22 Meeting**

**Information Items:**

- a. State Chancellor's Office Equity Plan 2.0, review and timelines (Ajani Byrd) – 15 mins.
  - Ajani Byrd: clarify the State Chancellor's Office plan intent and scope (till 2025). The goal is to sharpen our focus on dismantling barriers to institutional equity and better serve our students of color. We did not receive the plan until late May. Some of the work was done in the summer. We are behind because we are on the quarter system. Our strategy is integrated, intentional, and emphasizes ownership.
  - Intentional: Enrollment, retention, transfer level math and English, etc.
  - Accountability – Action templates to be completed and reviewed each year
  - Submission to AS by October 17, CS, ASFC,
  - Skye – “How ASFC become better acquainted with these groups (on the plan). Ajani and Skye will connect to discuss. Josh volunteered for Outreach to discuss and clarify any aspects of the plan with Skye. Janie is ready to move ahead and approves the timeline. Voltaire noted AS has the discussion ajenized for 10.17.
  - Ajani – Important to note we are talking about strategy, The goals and issues have been identified for some time.
  - Kennedy – what is the cycle
  - Ajani – 2022-2025. At the end of each year the teams will rewrite their action plans. Around May 2023 the teams will reflect and then look at 23/24
  - Voltaire – The difference with this plan is it transformative. What are the incentives for us to get this done?....Ajani – There is funding attached. More importantly, we are being very intentional, and a but ambitious. We should stretch ourselves.

- Voltaire – Any consequences for no meeting our goals? Ajani – No. There are so many different elements attached to meeting goals. We should be thoughtful, document at all times, and make our changes structural.

b. Launch of Strategic Vision for Equity (SVE) 13:55 task forces (Ajani Byrd) – 15 mins

- Ajani - 13-55 Vision to Action. When I came in to MIPC in June, the conversation was around how we were going to put our SVE into action...research, design, and implementation...we are at implementation right now. We had an onboarding summit in September, mostly administrators. Next summer, faculty and classified will be more involved. 13-55 is grounded in ownership, assessment, sustainability, and action. IR is helping us with an action template. Sustainability...like a train we are starting slowly, but will pick up speed and maintain a high level of innovation, change. We do a lot of talking in academia, but now let's DO.
- Flex Day presentation. First 13-55 meeting is a week from today. How do we get to the 13-55 website. We broke the SVE into three phases from vision to vision to action, and then reflection and recommitment. The work will never end, but that is okay.
- Bernadine – The whole focus for Equity should not be just in the equity office, but should be embraced across the college. It is everyone's responsibility.
- Janie – As a classified person, I applaud the transparency of this work and how it is laid out.
- Bernadine – MIPC is the group that approves and provide feedback on strategy to achieve goals.
- Ajani – We have been clear and transparent about how we will all do this work, including PGA credit, etc., and we have laid out the expected time commitments as well. Meeting dates are listed along with the Brown Bag office hours. First two meetings in person, then looking to make the meetings high flex.
- In response to Chamu's question Ajani noted that we are blending our own SVE work and the work for the Chancellor's office. We are not creating separate goals outside of the equity plan.
- Janie – this approach is not performative (i.e. for the \$\$), but will actually make our college better for our students. Bernadine noted that this will also fold into our Ed Masterplan.
- Phuong – do the team members know they will be meeting on Oct 14? Ajani – each area will have its administrative leads and faculty/staff in each area. We want one administrator and one faculty/classified from each group at a minimum. Bernadine – can you join a group outside your area? Ajani – probably not, we are looking for groups to blend their work with other units, so group membership should probably be made up of folks in just one unit. Phuong – Is there a work sheet we can track our work with, especially if someone leaves? Ajani – Yes, to all of those. Teams are still being formed. On October 14, we should know who everyone is. Teams will be asked to submit an issue/goal and submit a SMART framework and action template. This year is about foundation setting. In 23/24, we'll dive deeper. Phuong – does each group give itself a timeline? Ajani – Yes, we'll identify by June 23 and move into an assessment cycle. Elaine – A&R and Evaluations do not report to the same administrator. We'll need to address that. Amy – What about the difference in size of these groups? STEM is huge!

That means the STEM team will have to work harder. The teams will have to talk with all departments. Ajani – If this was all under the Office of Equity, the task would be impossible. As long as the work is inclusive, all is good. This is a wheel and spoke model. Ellen – Is there a role for students in this? Ajani – Yes, but adding students to these teams is an undue burden on them. Adiel – Have we thought about adding a space for temporary employees? Ajani – There is space for PT Faculty and Classified to be involved and we can compensate them. Amy – Don't call it a Stipend, say additional pay. Elaine – for Classified, it has to be part of contract hours.

- Bernadine: What is the expectation at the end of fall and in June? Ajani – Each team will have at least one goal and Issue identified, a SMART goal attached, and an action template. Bernadine – So Smart goals in fall and implementation in winter and spring. Maybe we have a symposium at the end of fall to share goals across the college. Ajani – There will be an opportunity

### Discussion Items:

- a. Review of paper: Effective Academic Governance: Five Ingredients for CAOs and Faculty 20 mins.
    - Bernadine – Some of us who were involved in the setup of MIPC were not able to see this paper. Valerie – As I read this I was thinking of Classified colleagues as it was faculty and administrator focused.
- Note article's summary page and table of contents
  - Compare with our Governance Guidelines (3/11/2022)
- b. Review of MIP-C website (Simon et al.) – 20 mins. · <https://www.foothill.edu/gov/mipc/>
    - Janie – we'd like to see a way to bring together agenda suggestions, perhaps a Smartsheet form, added to the website. Elaine – Are the operating procedures our governance handbook. For Accreditation, we'll need documentation. We should make this clear to the college that we agree that this will be the source of truth. Bernadine – We did have some other graphics. Simon - They are not accessible and we'll work on an accessible version. Bernadine – The whole approach was one page. Janie – One thing to consider was how to provide feedback or follow up. This is important to include. Chamu – Will students be able to submit agenda items...yes! Bernadine – The ASFC/AS/AC and college presidents will assess agenda submissions. We can also look to share the agenda recommendations as these ideas will no doubt represent ideas from across the college.
  - c. Review of Mission Statement for Self-Study- completed by Dec. 1 for Dec. 12 Board meeting approval (Hueg, Kuo) – 20 mins.
    - Kurt – We are in the formative stages of our ISER. We have teams formed and Elaine Kuo and Kelaiah Harris are doing great work. The job today is to review our Mission Statement, reaffirm, and approve. Elaine – We need to talk about all the pieces...What is

a Vision Statement, what do want to accomplish, aspirational goals, and values. Our Vision statement was approved in 2014. Mission statement was 2017 (from PaRC). Let's talk about the mission of the college versus the Mission Statement. Are we okay with the former manifesto approach or do we want something different. Kurt – The Mission statement is what our institutions does and principles for guidance. The mission changes (viz Lifelong Learning). Elaine – we do this regularly. Right around year five or year six. We are in year six, which is fine. Bernadine – The Year 4 evaluation was done by the IRP group. Elaine – This process is part of accreditation. We have 100+ Standard Statements we have to prove we meet. Standard I.A.1 is the Mission. Bernadine – The Mission statement is literally what we are accredited to do. Elaine – I.A.2 We look at data. Bernadine – We had a community group wanting to install a dog park...we would not do that unless we have an educational program that would benefit from the dog park. Our plans have to align with the mission. Elaine – Provided an overview of the Mission Update Timeline. Bernadine – The Mission Statement keeps us on track, focused. That is why the Mission needs to be broad enough to allow us to focus on our central mission. Elaine – The District is also reviewing its Mission Statement this year as well. Kurt – We'll be working with you all in the spring. Elaine – What is the best process to review Mission Statement? What makes the most sense? Stephanie – I hear two things...the statement is a tool of accreditation and helps us think about what the college looks like...or is there a way to evaluate discuss what we do and who we are. Can we discuss the unique quirky things that are unique to us? Bernadine – Accreditation is study that ascertains whether or not we are doing what we said we are doing. Elaine – The Mission Statement is literally “what we do.” The visiting teams arrive with the assumption that we are doing what we say we are doing. Valerie – What Stephanie is referring to relates to our values. The ethos of the college is really present in the statement, like the focus on belonging. Bernadine – Per Kurt's statement about Lifelong Learning, which was once removed, we are probably looking at more programs for older adults as the demographics change. The intended student population is changing.

- Bernadine – How does this group want to go about this task? Kurt – We are asking you that question. Do you want to agendize or appoint folks to write? Janie – Are we doing these things in the mission statement or do we want to look at what has changed and should that inform the statement. Elaine – I think that should be part of the Educational Masterplan Process. The current statement is rather lengthy and I have feelings about it. The Vision is where we want to go and that will take us into the masterplan. Bernadine – Do you suggest we start with the existing statement or start all over. Valerie – The existing mission statement has elements that are very value driven and it will not go well if we just change it. I feel like this is not as simple as just redoing it, especially given the time restraints. Elaine – If we don't have these pieces in place by the time the ISER is in place, it is okay, but we'll still need some sort of process established. Valerie – It will help folks if we educate colleagues on the statement process and the mission, vision, values, and purpose. Bernadine – Is there some urgency to get this done? Elaine – There are lots of planning documents in preparation, so if the Mission Statement is revised, these other documents will have to reflect those plans. Elaine – Based on my experience, our Mission Statement is too long. Bernadine – So...how do we do this? Do we have some expert writers? Janie – Smaller groups are more effective. However, a lot of folks missed out on the context and process. Do we have more pointed feedback or just get

some work started. Regardless, folks need to be aware of the process. Jordan – The AS should be involved and CS and AS will get involved. Bernadine – Let’s start this organically for now....Josh, Jordan, Voltaire, Chamu, ASFC and others. This could be a loosely formed group.

**Fall 2022:**

a. Development of Guiding Principles – to be developed by Dec. 2nd meeting (20 mins.)

· for resource allocation-human, physical, monetary

· allocation of vacant faculty FTEs

b. Educational Master Plan review for Self-Study (2022-23)

**Summary and Action Items:**

- 1. Josh, Jordan, Voltaire, Chamu (and ASFC) start discussing a process to revise the Mission Statement.**

**Next Meeting: Friday, October 17, 2022**