

**MEETING MINUTES**

Date: Jan. 18, 2019

Time: 1-3 p.m.

Loc: FH Council Chambers 2020, Zoom Meeting ID: 128 486 908

 Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/128486908>

Prepared by: Pauline Brown (Recorder)

**NOTES BY TOPIC**

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
1	Roll Call & Approval of Minutes	Committee members reviewed the draft minutes for Nov 30. & Dec 7 prior to Jan. meeting	Committee approved of Nov. 30 & Dec 7 meeting minutes  Lené Whitley-Putz (Interim Dean for Institution Technology) joined the R&R committee as an ex-officio	Nov. 30 & Dec 7 meeting will be posted on website as approved minutes; Lené will be added to the monthly R&R meetings	Facilitation Corp
2	Future Meeting Dates   Dec. 7 Items	Committee discussed the following proposals: to reschedule Feb. 22 meeting to Feb.; shorten Mar. 15 meeting due to Governance Summit but students shared that there is a Student Business Innovation happening the same day and time; reschedule the Apr. 19 meeting to Apr. 26  League's 2019 Annual Legislative Conference 1/27 – 1/28  Memos to Office of the President & IPB&B	Committee will keep the Feb. 22 date; agreed to shortening Mar. 15 meeting to an hour and share with the Office of the President the Student Business Innovation event; agreed to try to reschedule Apr. and will have a doodle pole vote  Members who are attending will report back to the committee  Office of the President responded to committee's recommendation and decided on 5 FT Faculty instead; IP&B's memo is posted on the R&R website (Resources & Documents tab)	Tri-chair member will be appointed to facilitate Feb. 22 meeting in absences of Facilitator; Need to notify Office of the President the Student Business Innovation event on Mar. 15; Doodle pole will be sent to members for rescheduling Apr. meeting  Add to Feb. agenda  Invite Kristy Lisle to present on the Budget Request Form and discuss R&R's feedback to the form	Facilitation Corp

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
2	Parking Lot Item	<p>Bookstore Study Group from Nov. 30 meeting</p> <p><b>Parking lot item:</b> Advisory Council Governance meeting time</p>	<p>Study group is waiting on representatives from Student Activities and Academic Senate.</p> <p>Advisory Council meetings overlaps with other Governance meetings and members would like to attend the Advisory Council meeting</p>	<p>Timeline: Study group would meet in Winter and report back to R&amp;R in the Spring. After study group will take care of any additional feedback or work requested from the committee then official memo will be sent to the Office of the President</p> <p>Committee has asked the Facilitation Corp committee meet to discuss this matter</p>	<p>Bret Watson and Study Group</p> <p>Facilitation Corp</p>
3	<a href="#">Student Centered Funding Formula (SCFF)</a>	David Ulate presented on the Student Centered Funding Formula (SCFF). SCFF is a new proposed funding formula for CA Community Colleges; potential fiscal impact using a formula calculator was presented and discussed			
4	Planning Process (proposed) <b>R&amp;R needs to redefine governance process for planning (i.e. Facilities, Technology, Sustainability as governance process has been revised)</b>	Student proposal to create a stairway from lot 3 to 4000 area or KCI was forwarded to the committee by the Office of the President. The question that was discussed is any request that does not fit the annual request budget form, do they come to the R&R committee and what process should be followed?	R&R's recommendation is that the proposal would go to a group that focuses on facilities (i.e.) and then that specific group would come back to the committee with the proposal.	The tri-chair committee will discuss more. Identify whether there is an existing facilities request process. Consider having students present to group, then follow the existing process.	Tri-chairs
5	Resource Request Process	Committee reviewed IP&B response to R&R memo (Dec) and discussed IP&B's proposed timeline for the annual update budget request process.	Members agree by consensus that IP&B should provide Classified Senate an opportunity to review the Budget Request Form and have feedback (provided this process does not deviate too much from the proposed timeline).	R&R will send a memo to IP&B with feedback/recommendations regarding timeline. These recommendations include supporting Classified Senate being part of the review process of the Budget Request Form.	Facilitator

ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
		<p>Follow up on IPB recommendation that R&amp;R take lead on process and review</p> <p>Timeline</p> <p>Training Sessions</p> <p>Recommendation regarding the process to review and prioritize the requests</p>	<p>Members agree that R&amp;R will take lead in phase 2 of the annual update budget request process (review and prioritize).</p> <p>R&amp;R is supportive of Mar. 22 deadline as a soft deadline and suggest it would be preferable for requestors to get it in by the Mar. 22. However, discussion focused on the fact that the following week would be finals and spring break when it would be highly unlikely that these requests would begin review. Therefore, a hard deadline of Apr. 8<sup>th</sup> is proposed. Requests coming in on Apr. 8<sup>th</sup> will be eligible but prioritize lower.</p> <p>Committee will recommend to IP&amp;B that having additional training sessions closer to the due dates will provide support needed for this first round of using the new form. If not additional training sessions, then have office hours or some other means of support that is well advertised.</p> <p>R&amp;R initial proposal is to form a sub group by appointing additional people, specifically those who has positional responsibilities to the funding stream(s) that would fund the request. The proposal is to have some sort of a retreat or multiple day</p>	<p>The committee's will inform IP&amp;B that R&amp;R will review and prioritize requests.</p> <p>R&amp;R will inform IP&amp;B in a memo of their timeline recommendations.</p> <p>R&amp;R will inform IP&amp;B in a memo of their training/support recommendations.</p> <p>R&amp;R would like some feedback from IP&amp;B regarding some criteria or indicators that could guide R&amp;R's review. As IP&amp;B created the form, what are the key metrics they see?</p>	



ITEM	TOPIC	DISCUSSION	OUTCOME	NEXT STEPS	*RESP
			meetings where we review the requests. It is suggested that an initial review of these requests may need to occur before R&R's review (such as by deans). R&R is still trying to figure out logistics—what would be the criteria for review; would requestors be invited to present, etc.?		
6	<b>Committee Charge</b> Context: Continuation of discussion regarding committee purpose, goals, outcomes	Committee decided to postpone the committee charge agenda item due to time	POSTPONED until Feb. 2019		

\*Include the person(s) and or group responsible for next steps.

**MEMBERS PRESENT**

Voting

Tri-Chairs: Kurt Hueg (Admin), ~~Denise Perez (Classified)~~, Eric Reed (Faculty)

Administrator: Lori Silverman

Classified Staff: Josh Pelletier, ~~Julie Ceballos~~

Faculty: Sara Cooper (FT), Bruce McLeod (FT), ~~Natalie Latteri (PT)~~, Kathy Perino (FT)

Students: ~~Nathan Lutz, Kalina Kuneva~~, Serena Phanitdasack

Non-Voting

Ex-Officio: Jordan England, ~~Elias Regalado, Bret Watson, Kristy Lisle~~, Asha Jossis, Lené Whitley-Putz

Recorder: Pauline Brown

Facilitator: Elaine Kuo

Guests: David Ulate, Daniel Nghiem

Foothill College Mission Statement

Believing a well-educated population is essential to sustaining and enhancing a democratic society, Foothill College offers programs and services that empower students to achieve their goals as members of the workforce, as future students, and as global citizens. We work to obtain equity in achievement of student outcomes for all California student populations, and are guided by our core values of honesty, integrity, trust, openness, transparency, forgiveness, and sustainability. Foothill College offers associate degrees and certificates in multiple disciplines, and a baccalaureate degree in dental hygiene.



 Foothill College

**GOVERNANCE**

**REVENUE & RESOURCES**

2018-2019 Strategic Objectives (E2SG)  
Equity, Enrollment, Service Leadership, and Governance