

Foothill College

Integrated Planning & Budget Task Force

Agenda
February 12, 2019
1:00pm-2:00pm

ITEMS	TOPICS
1	Meeting Minutes
2	Instructional Program Review Template and Rubric

Members in Attendance: Eric Reed, Debbie Lee, Doreen Finkelstein, Kurt Hueg, Ram Subramaniam, Lisa Ly, Kristy Lisle, Elaine Kuo, Melissa Cervantes, Paul Starer, Isaac Escoto, Lan Truong, Elias Regalado, Bret Watson, Lene Whitley-Putz

1) Meeting Minutes

- The committee voted and approved the meeting minutes by consensus.

2) Instructional Program Review Template and Rubric

- The committee reviewed the Instructional Program Review Template and Rubric and made edits.
 - The following section were approved:
 - Enrollment by Ethnicity
 - Student Course Success
 - Student Course Success by Gender
 - Student Course Success by Ethnicity
- There was some discussion on how the college should rate “Enrollment by Ethnicity” in the evaluation rubric for program’s that have surpassed the college’s ethnicity trend.
 - The concern is that the program’s exceeding the college trend would receive a low rating as indicated in the evaluation rubric under “The enrollment does not mirror the college’s ethnic distribution.”

- Additional feedback suggested that enrollment by ethnicity is not within faculty control. For example, ethnicity trends in the CTE programs are largely influenced by the industry trends.
- The committee voted and approved to leave the rating in the rubric as is, and make revisions once feedback is gathered after the first year of implementation.
- The completed Instructional Template and Rubric will be merged with the CTE Addendum Template and Rubric, and sent to governance for review.
- An IP&B update will be presented at the next meeting. The committee will prioritize tasks and determine next steps for moving forward with the program review process.

For additional information on meeting minutes, please contact Kelaiah Harris at harriskelaiah@fhda.edu.