



Operations Planning Committee (OPC) Meeting

MINUTES

JUNE 21, 2012

1:00 – 2:00 P.M.

LOCATION: PRESIDENT'S
CONFERENCE ROOM

MEETING CALLED BY	Shirley Treanor
TYPE OF MEETING	Advisory Committee Meeting
NOTE TAKER	Phuong Tran
ATTENDEES	Shirley Treanor, Gigi Gallagher, Elaine Kuo, Pam Wilkes, Phuong Tran, Meredith Heiser, Jay Patyk, and Antonia Zavala

Agenda Topics

REVIEW	PaRC Decisions Regarding OPC Recommendations										
	<ul style="list-style-type: none">• B-budget requests were put on hold.<ul style="list-style-type: none">◦ In FY12-13, everyone will get 50% of the B-budget. Any carryover from this year will be used to keep people. If the Tax packet passes, the District will have less structural deficit.• Reassigned Time: Ongoing reassigned times for accredited programs were approved for FY12-13. However, reassigned time for other areas were not approved or got reduced, totaling \$184,556.29 in unbudgeted reduction.• Recap of some of the information discussed during PaRC meeting on June 20th:<ul style="list-style-type: none">◦ The revenue we were supposed to receive from the State got deferred from January to May and now to June 2013. Thus, the District might need to borrow some money in order to make payroll.◦ Foothill College is required to cut a total of \$4.9 million dollars for FY12-13; thus we have another \$3 million to cut for next year. Tentative reductions during FY12-13 are as follows:<table><tr><td>ADMIN</td><td>\$25,000</td></tr><tr><td>CLASSIFIED</td><td>\$1,537,835</td></tr><tr><td>INSTRUCTIONAL FACULTY</td><td>\$248,688</td></tr><tr><td>NONINSTRUCTIONAL FA</td><td>\$1,277,562</td></tr><tr><td><u>TOTAL DURING FY12-13</u></td><td>\$3,089,085</td></tr></table>	ADMIN	\$25,000	CLASSIFIED	\$1,537,835	INSTRUCTIONAL FACULTY	\$248,688	NONINSTRUCTIONAL FA	\$1,277,562	<u>TOTAL DURING FY12-13</u>	\$3,089,085
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	For detailed information, please refer to FY12-13 budget reductions simulation sheet dated 06/18/12.										

REVIEW	2012 Governance Survey
	<ul style="list-style-type: none">• The survey was sent to all PaRC members, Academic Senate, Classified Senate, and Core Mission workgroups members, and there were 21 respondents, the majority of who were administrators and faculty. Some people in the targeted group did not receive the survey. Thus, there was a suggestion to distribute it to a larger group or even campus-wide for next year.• Questions in the survey as follow:<ul style="list-style-type: none">◦ Rate how well the resource allocation process is incorporated in the college decision-making process. 75% good◦ Rate how well the resource allocation documents provide the appropriate information for college decision-making. 80% good◦ What aspects of the resource prioritization should be revised? Mostly suggested to revisit the criteria.

REVIEW	OPC Next Meeting
	<ul style="list-style-type: none">• OPC is scheduled to meet on Oct. 8, 2012. We will continue to make improvement on our rubric.