



## PLANNING & RESOURCE COUNCIL

### AGENDA - March 17, 2010 - REVISED

Purpose: **Participatory Governance Leaders Meeting**  
Location: **TOYON ROOM**  
Time: **1<sup>st</sup> & 3<sup>rd</sup> Wednesday - 1:30 p.m. to 3:00 p.m.**

<b>DATE March 17</b>	<b>AGENDA TOPIC</b>	<b>DISCUSSION LEADER</b>	<b>EXPECTED OUTCOME</b>
1:30 - 1:35	Approval of Minutes for <b>March 3, 2010 &amp; Jan. 20, 2010</b> Review PaRC Membership list	Miner	Approval
1:35 - 2:00	Governance Handbook 1 <sup>st</sup> Review - <b>see link below</b> Revision 12.10.2009	Miner	Information/Discussion
2:00 - 2:15	Ed Master Plan Update	Peck	Information
2:15 - 2:25	OPC Update	Barker	Information
2:25 - 2:30	Faculty Hiring Update	Miner/Barker	Affirmation
2:30-2:50	Budget Update	Miner	Information
2:50 - 3:00	Questions/Rumors control?	Miner	Information

#### ATTACHMENTS:

Governance Handbook: <http://www.foothill.edu/president/minutes/GovernanceHandbookSecondDraft12102009.pdf>

#### IMPORTANT DATES:

June 7 - 6:00 - 7:30 - State of the College - Hearthside Lounge



**FOOTHILL COLLEGE**  
Office of the President

**2009-2010 PLANNING AND RESOURCE COUNCIL**  
**1:30 -3:00 pm**  
**President's Conference Room**

**CHAIRS:**

College President	Judy Miner	7201
Academic Senate President	Dolores Davison	7196
Classified Senate President	Leslye Noone	7250

**MEMBERS:**

ASFC President	Ahmed Mostafa	7062
ASFC Student Trustee	<b>Ashley Oropeza (E. Anderson)</b>	6204
ASFC Student Member	Shane Courtney	Email
ASFC Student Member	Hanson Chan	Email

Strategic Initiative & Operations Budget Chairs (12)

**CLASSIFIED:**

Operations	Sindy Olsen	7262
Access in Action	<b>Chris White</b>	7362
Community of Scholars	David Garrido	7566
Collaborative Decision Making	Leslye Noone	7250

**FACULTY:**

Operations	Jay Patyk	7471
Access in Action	Bernie Day	7225
Community of Scholars	Pam Wilkes	7609
Collaborative Decision Making	<b>Karl Peter</b>	7203

**ADMINISTRATORS:**

Operations	<b>Phyllis Spragge</b>	7730
Access in Action	Paul Starer	7227
Community of Scholars	Mark Anderson	7326
Collaborative Decision Making	Laureen Balducci	7823

**EX-OFFICIO:**

FA Representative	Karen Erickson	7413
ACE representative, Foothill	Shelly Schreiber	7395
CSEA Representative	Vacant	
MSA Representative	Roberto Sias	7307
Teamsters Representative	Judi McAlpin	6953
VP of Inst.& Ed Resources	Shirley Treanor Barker	7364
VP Workforce Ed &	Richard Galope	7070
VP of Stu. Devel. & Instruc.	Rose Myers	7228
VP Instruc. & Inst. Res. (interim)	<b>Eloise Orrell</b>	7209
Assoc. VP External Relations	Kurt Hueg	7645
Assoc. VP Mdfld.	Denise Swett	6952
Institutional Research	Daniel Peck	6198
OE3	Jeff Mead	7313

**SECRETARY:** Annette Stenger, 7200, Mia Casey 7408

**DISTRIBUTION ONLY:** Darya Gilani 7362, Daphne Small 7214

**FOOTHILL COLLEGE:****REQUEST FOR FACULTY FTE****(One page per FTE)**

		<b>Date Submitted:</b>	March 9, 2010
<b>Division:</b>	PSME	<b>Division Dean:</b>	PETER MURRAY
<b>Position:</b>	CHEMISTRY FT	<b>Priority (X of N)</b>	1 of 2
<b>Rationale:</b> <i>Include the status of currently opened positions</i>	<p>Over the last 3 years Chemistry continues to grow <u>an average of 10% per year. 2007-8 to 2008-9 was 15%</u>. This trend will continue. Significant growth is from the Allied Health relationship (Chem 30A/B), as well as the in the transfer courses: Chem 25, 1A/B/C, 12 A/B/C. Increased enrollments are due to the FT reputations in Chemistry. Anecdotally, if students come to FH for Chemistry, they will also take Math, Biology, LA, etc.</p> <p>Expansion has caused the Department to again drop well below 50% FT instruction (36%)! A high level of difficulty exists in finding and retaining qualified part-time instructors -- 5 PT left this year. <b>One FT Tenured Faculty has announced she is leaving April 1, 2010.</b> The department is stretched thin covering each of chemistry class sequences. Because of lab + lecture loads, many PT faculty will be ineligible to teach in Sp10 since they will be over 66% FT load. Many PT faculty can only teach in the evenings, which exacerbates an already bad situation. <b>Two additional FT faculty member will permit us to increase our offerings.</b></p> <p>PSME is starting a Nanotechnology program which is multidisciplinary. Tentatively, we are planning for Richard Daley to be reassigned time for Nano starting in FY 10-11. If this does not occur, the Nano Program will be delayed.</p> <p>In FY 11-12, two faculty are qualified to take PDL. There are also plans to offer new classes at different times to accommodate additional students. With the growth in enrollment, the current FT staff is inadequate.</p>		

*Program Issues: Staff*

<b>FT/PT ratio:</b> <i>(dean's estimate)</i>	<b>Current</b>	<b>If filled</b>	<b>If not filled</b>	<b># FTE faculty assigned</b> <i>(dean's estimate)</i>			
	3.93/10.93 = 36%	41% (1 FT) 50% (2 FT)	36%				
<b>Narrative:</b> are PT faculty available? Can FT faculty be reassigned to this program? Implications if not filled		<p><b>Potential for increased growth is outstanding. No current FT faculty in PSME can be reassigned . If the position is not filled, growth potential listed above cannot be addressed.</b></p> <p><b>The quality of the chemistry program will suffer</b></p>					

### Program Issues: Enrollment Trends

Year	Instructional Faculty Requests			Non Instructional Faculty		Comments
	Annual WSCH	% WSCH growth	% WSCH (3 yr growth) ...calculation	FTEF in program	FTES/FTEF ("caseload")	
Prior year 2008-9	A 21,014	(A-B)/B 15%	(A-C)/C 26%			Long-term growth potential is very strong. Chemistry is out pacing many other departments.
Year before that	B 18,352					
3 year average w/A&B above	C 16,812					

### Program Issues: Viability

<p><b>Narrative:</b> comment on projected demand, availability of staff/faculty, relevance to Ed master plan &amp; PROGRAM REVIEW goals...</p>	<p><b>The Chemistry Program has been increasing over the last three years, and that is accelerating. This is partially due to the increase in CCC students, but the Chemistry increase in F09 WSCH is significantly more than FH's average. 90% of the classes are very strong (full to lab capacity) and classes have wait lists. There is a student demand!</b></p> <p><b>PT faculty are very hard to find. The department has started a mentor program in Sp06 to assist new PT faculty adapt. Even with this support infrastructure, it takes two quarters for a new PT faculty to be reasonably proficient. The PT typically teach the lower division courses: Chem 25, Chem 30A/B, and Chem 1A.</b></p> <p><b>Typically FT faculty teach double lectures followed by labs. This is very productive since the second lab load is all that is added to having two sections versus one.</b></p> <p><b>Chemistry is a core discipline that students need for transfer to 4 year colleges, as well as Allied Health programs.</b></p>
<p><b>Health/safety/legal issues:</b></p>	<p>There has been a significant amount FT faculty effort expended on Hazmat issue and compliance. Having another FT faculty reduces the risk, <u>since most issues have been PT faculty related.</u></p>