



PLANNING & RESOURCE COUNCIL

AGENDA - **November 4, 2009**

Purpose: **Participatory Governance Leaders Meeting**
Location: **President's Conference Room**
Time: **1st & 3rd Wednesday - 1:30 p.m. to 3:00 p.m.**

DATE Nov. 4	AGENDA TOPIC	DISCUSSION LEADER	EXPECTED OUTCOME
1:30 - 1:35	Approval of Minutes for Oct. 21, 2009	Miner	Approval
2:00 - 2:30	Full Time Faculty Requests	Barker	Information/Discussion
2:30 - 2:45	Formulating Action Plans	Peck	Information/Discussion
2:45 - 2:55	Accreditation Update	Galope	Information
2:55 - 3:00	Questions/Rumors?	Miner	

ATTACHMENTS:

IMPORTANT DATES:

June 7 - 6:00 - 7:30 State of the College - Hearthside Lounge
TBA End of the Year Celebration

Foothill College PaRC FTEF Priority Ranking Round 2 10-30-09

Weighted FTEF Ranking

IR&P DAP

	Combined Ranking	Total Score
Accounting (Division rank 3 of 3)	1	39
Biotechnology Director/Faculty (Division rank 2 of 3)	2	32
Voice Instructor (Division rank 1 of 1)	2	32
Biology Faculty (Division rank 3 of 3)	4	20
Math Instructor (Division rank 2 of 2)	5	17
Softball Coach/PE Instructor (Division rank 1 of 1)	5	17
Software Training Instructor, Interactive & Multimedia Technologies (Division rank 1 of 2)	7	8
Computer Networking/CISCO Instructor (Division rank 2 of 2)	8	0

Basic FTEF Votes

Rank your priority requests from 1 to 5, with 1 being your highest ranked priority. You may only rank 5 items--please select "No Ranking" for each of the 3 other requests. Division rankings are provided in parentheses (rankings adjusted following the removal of positions approved last year).

Answer Options	1	2	3	4	5
Accounting (Division rank 3 of 3)	5	1	3	0	1
Biotechnology Director/Faculty (Division rank 2 of 3)	1	2	3	5	0
Biology Faculty (Division rank 3 of 3)	0	3	0	2	4
Software Training Instructor, Interactive & Multimedia Technologies (Division rank 1 of 2)	0	0	2	0	2
Computer Networking/CISCO Instructor (Division rank 2 of 2)	0	0	0	0	0
Softball Coach/PE Instructor (Division rank 1 of 1)	2	0	0	3	1
Math Instructor (Division rank 2 of 2)	1	1	2	0	2
Voice Instructor (Division rank 1 of 1)	2	4	1	1	1
Answered Survey	11				

Foothill College PaRC FTEF Priority Ranking 10-16-09
Weighted FTEF Ranking

IR&P DAP

	COMBINED RANKING	TOTAL SCORE
Psychology (Division rank 1 of 3)	1	80
Math Instructor (Division rank 1 of 2)	2	70
Sociology (Division rank 2 of 3)	3	42
Respiratory Therapy Instructor (Division rank 1 of 3)	4	42
Software Training Instructor, Int & Mult Tech (Division rank 1 of 2)	5	27
Accounting (Division rank 3 of 3)	6	26
Voice Instructor (Division rank 1 of 1)	7	26
Biotechnology Director/Faculty (Division rank 2 of 3)	8	24
Softball Coach/PE Instructor (Division rank 1 of 1)	9	23
Biology Faculty (Division rank 3 of 3)	10	17
Math Instructor (Division rank 2 of 2)	11	11
Computer Networking/CISCO Instructor (Division rank 2 of 2)	12	4

Basic FTEF Votes

Rank your priority requests from 1 to 7. You may only rank 7 items--please select "No Ranking" for each of the 5 other

Answer Options	1	2	3	4	5	6	7	Response Count
Psychology (Division rank 1 of 3)	9	2	1	0	0	0	0	14
Sociology (Division rank 2 of 3)	0	3	2	0	4	1	0	14
Accounting (Division rank 3 of 3)	1	0	0	1	4	1	1	14
Respiratory Therapy Instructor (Division rank 1 of 3)	1	0	3	2	2	2	2	14
Biotechnology Director/Faculty (Division rank 2 of 3)	0	0	2	1	0	5	0	14
Biology Faculty (Division rank 3 of 3)	0	2	0	1	0	0	1	14
Software Training Instructor, Interactive & Multimedia	1	0	1	2	1	1	2	14
Computer Networking/CISCO Instructor (Division rank 2	0	0	0	1	0	0	0	14
Softball Coach/PE Instructor (Division rank 1 of 1)	0	0	1	2	3	0	1	14
Math Instructor (Division rank 1 of 2)	2	5	4	1	0	1	0	14
Math Instructor (Division rank 2 of 2)	0	1	0	0	0	0	5	14
Voice Instructor (Division rank 1 of 1)	0	1	0	3	0	3	2	14
answered question								14
skipped question								0

FOOTHILL COLLEGE PaRC FTEF PRIORITY RANKING ROUND 2 SURVEY RATIONALE RESPONSES 10/30/09

My ratings are based on the PaRC discussion 10/21/09. After giving a lot of thought to everything presented, I decided that the software training position was indeed a dangerous leap, and in these troubled economic times, could not justify taking a chance on using an FTEF for a position that may require complete retraining in both the long and short terms.

I also considered the FTEF guidelines again, and looked at productivity, PT to FT ratio, etc.

I thought long and hard about the discussion regarding the state's position on PE, and decided that this was another dangerous leap. These people are, as was pointed out in the discussion, not well acquainted with education, but they do in fact make the decisions. I felt it would be wiser to commit

1 in areas that are productive, growing, and are not currently a target for decreased funding.

Voice = growing program, student demand

Biotechnology = would be more comfortable with this were the program not currently on hiatus

Software = this seems like a fairly broadly described position which could continue to expand on hire

Softball Coach = support of PE as an academic subject/ Title 9 issues

Math = constant growth and demand

Accounting = current full time faculty are not interested in a new full time faculty hire

Computer Networking = way too specific

2 Biology = support materials are not sufficient to support hire

3 The narrow scope of the CTIS and PE requests in a period of limited resources is risky. Next year a broader request will most likely be accepted.

I have looked over different division's productivity.

Math department should have enough full time instructor at this point, and they have already got one position approved for them, other divisions should also be given chances. For the software training instructor, someone in last meeting made a good point, the technology nowadays is changing/growing rapidly, a full time instructor might not be necessary. For the rankings, I made the

4 decision mainly based on the students' need.

#1) Selected Biotechnology as my #1 pick due to the very low ratio of full time to part time (0/9), the information provided by the Dean stating that if the position is not filled, it is unlikely the Biotechnology Lab Technician Training Program can continue. This would be unfortunate since the community has spent millions of dollars recently on a new building and state-of-the-art equipment to help support the program. Additionally, PT faculty are often not aware of the updated health and safety requirements, and the FT faculty member would help ensure these standards are met. There is also a strong demand for graduates in this program.

#2) Selected Biology as my #2 pick due to the ratio of full time to part time (7/6), the changes taking place in the labor market for more healthcare professionals, thus increasing the demand for courses in Biology now and in the future. Additionally, the structure of the Biology course with two

5 accompanying labs is difficult to teach using PT staff due to load constraints. Continuity would be

improved if students worked with one FT instructor for the course AND the labs rather than numerous PT instructors.

#3) Selected Women's Softball Coach/PE as my #3 pick due to low full time to part time ratio (38/62), along with difficulty staffing PE courses using PT faculty. Additionally, Federal Government legislation (Title IX and Gender Equity Report) also played a factor in my selection here.

#4) Selected Music/Voice as my #4 pick due to fact that Voice Program is being taught solely by PT faculty as a result of FT faculty teaching at maximum overload. Voice Program is also interconnected with Music 8, a very viable and popular course taught in the Music Department. Based upon information provided by the Dean, if the Voice Program deteriorates, it will most likely negatively impact Music 8 and its ability to grow in the future.

#5) Selected Accounting as my #5 pick due to low full time to part time ratio (37/63), the need for a FT faculty member to ensure tax program continues offering California Tax Education Council (CTEC) approved courses that meet State requirements (it is currently being done by PT faculty on a volunteer basis, which is not sustainable). Also, as private and public sector demand continues to increase for accountants (and thus accounting courses), there will be ever greater needs for a FT faculty member.

1. Accounting serves a growing student population in both workforce development and transfer to four year colleges. Entry level job opportunities in tax accounting, business accounting and non-profit accounting continue to show promise for students with AA/AS degrees.

2. Voice instruction is a vibrant program and will also support the widely popular Music 8 classes. Foothill Musicals are a revenue generating source and provide an important outreach to the Los Altos community.

3. Math continues to be a major stepping stone for both basic college skills and transfer to four year institutions.

4. & 5. Biotech and Biology to fully use the new facilities at FH College and be a dynamic presence in the growing biotechnology field in the Bay Area.

Non Rated:

Rationale for the non-rankings are based on student enrollment and viability of the program. Traditionally, colleges are "behind the curve" on the most current needs of industry in this field. PE continues to be an unknown source of funding from the state and it seems until there is a firm funding commitment, it would be best to continue with PT faculty expertise.

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These were difficult to rank. Most have similar issues, that of rising demand, full time faculty ratio, and lack of program coordination due to lack of adequate numbers of full time faculty. I only listed Softball Coach slightly above the others because of Title IX concerns. My next four choices are close. The non existence of any full time faculty in the Voice program prompted my choice here for 2. Then came the position of Accounting because of the role this particular faculty plays in state issues. Then the Biotech Director because of coordination, then the Software Training Instructor for the same reason.

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1. Accounting: Trend is for increased enrollment, based on three full-time faculty members; only two full-time faculty members are now teaching in 2009/2010. High part-time/full-time faculty ratio. Accounting courses provide both transfer and workforce development classes. Tax accounting courses must meet state requirements; current coordination for this is being done by part-time faculty on a

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volunteer basis.

2. Biotechnology: No full-time faculty currently; program has experienced very strong growth. Biotech industry has strong presence in Bay Area, and job outlook is good. College has invested in a state-of-the-art biotechnology lab facility in the new Life Sciences building. Program will probably be unable to continue without a full-time faculty member.

3. Software training (CAST): No full-time faculty currently in a program that supports multiple academic programs and career paths. Internet technologies is a key area, particularly in Silicon Valley.

4. Softball Coach/PE Instructor: Athletic department is under on Title IX numbers for gender balance. High part-time/full-time faculty ratio. Department has lost three full-time instructors, two of whom taught the heavily enrolled general education PE classes.

5. Biology: Anticipated growth in the areas of transfer, majors and expanded general education offerings; support the need to strengthen these. Difficulty using PT instructors to staff biology classes with two or more lab sections because of quarterly load limitation.



Report to PaRC

October 21, 2009

The homework assigned to PaRC members, to try to come up with options to the reductions list, was taken to the Classified membership.

A hearty discussion ensued. Senate suggests

- 1) The District has a fiduciary responsibility to observe better business practices in order to avoid late fees and to take advantage of discounts if available.
- 2) Look into consolidating some services such as copying.
- 3) Look into offering/producing more revenue generating services—such as leasing facilities.



Report to PaRC

October 21, 2009

The homework assigned to PaRC members, to try to come up with options to the reductions list, was taken to the Classified membership. I received the following suggestions from individual members after the meeting.

- 1) Spend more time/money responding to more immediate stakeholders such as high school students rather than middle school and/or elementary students.
- 2) No overload, use part time faculty instead.
- 3) Lower overhead – no administrators, faculty, staff – on campus and reduce classes to a 4-day week:

M/W 735 – 950	T/R 735 - 950
M/W 1000 – 1220	T/R 1000 - 1220
College hour	T/R 1230 - 250
M/W 130 – 350	T/R 300 - 520
M/W 400 – 620	T/R 530 – 750
M/W 630 – 850	

Custodial and Grounds staff could be 4-day or 5-day employees.
- 4) Bookstore and/or Food Services could be centralized between the 2 campuses using the same independent contractor.
- 5) Two campuses could have same curriculum to avoid double assessment, course sequencing could be the same on both campuses, student services could be more equal, same load and class sizes for same courses on both campuses.
- 6) Contract with County for Sheriffs on campuses, take District Police off the payroll.
- 7) Close the radio station.
- 8) I also received an itemized list of which positions to eliminate, that is not included here.