



FOOTHILL COLLEGE

**PLANNING AND RESOURCE COUNCIL
MINUTES
February 3, 2010**

IN ATTENDANCE:

Anderson E., Anderson M., ~~Baldacci~~, Barker, Casey, Chan, White, Chenoweth, Courtney, Davison, Day, Erickson, Olsen, Galope, Garrido, Hueg, McAlpin, ~~McComas~~, ~~Meade~~, Mostafa, Myers, ~~Neone~~, Orrell, Patyk, Peck, Schreiber, ~~Sias~~, Starer, ~~Stenger~~, Swett, Wilkes.

APPROVAL OF MINUTES FOR ~~JANUARY 20, 2010~~

ACTION: TABLED UNTIL MARCH

ANNOUNCEMENTS: SHANE COURTNEY'S 21ST BIRTHDAY

GUESTS:

Ashley Oropeza will be sitting in for Erica Anderson today
Rosalinda Jen

ITEM 1

BUDGET REDUCTION UPDATE - MINER

Judy shared the summary information regarding notifications to 20 individuals who are affected by staff reductions. She pointed out that the first group affected were from Adaptive Learning division. Judy explained that Adaptive Learning received a 46% cut in funding for the 2009-2010 year, and that it was necessary to move funds to help cover this year's costs, with future funding being uncertain. Given these substantial cuts, they were compelled to make the necessary with an effective date of 6/30/10.

Judy noted that the Escrow 2 positions will not be eliminated until June 2011. This allows time for movement into positions that become vacant over the next 17 months. She further noted that affected employees will have right of first refusal for jobs that become available during this time.

Judy also pointed out that six vacant positions are also being eliminated. With regard to the two Adaptive Learning faculty positions being eliminated, Judy indicated that although the positions are being eliminated there are other possible teaching assignments available for those faculty.

Judy encouraged everyone to support the people that they know who are affected by these reductions.

Judy also mentioned that the REACH program is going away. She will meet with students and faculty and discuss possible ways to reinvent this program, perhaps through community education.

Shirley also discussed the process the cabinet went through in arriving at the reduction list, how difficult it was and how much thought went into the process; she also called for people to support one another as we go through this multi-layered process.

Shelley Schreiber asked for clarification about the P.E. Facilities and Equipment Assistant position that is listed as vacant. Judy indicated this was a position held by Fidel Arreola, who had passed away.

Ahmed Mostafi asked for clarification on a rumor regarding the Pass the Torch program going away, and also regarding the idea of one person replacing one another in a bumping process that was troubling to him. Judy indicated the Pass the Torch program is not going away—a single position is being eliminated. She, and Rose Myers and others explained to Ahmed how the bumping process works.

David Garrido asked to know more about the reorganization process going on in relation to the layoffs. Judy mentioned specifically that there was a reorganization of duties happening in the Bio/Health Division, as well as in Student Services area. She also indicated that in many cases, it was not so much a reorganization as a decrease in services, e.g. a cutback in lab hours or tutorial services.

Chris White asked when the lists of reductions from DeAnza and Central Services would be available. Judy indicated the district should be posting the lists on the web soon.

Karen Erickson asked if the rumor mill page is still on President's website, in case rumors should surface. Judy indicated it was still there, and that HR will also be putting up a FAQ section on their website.

Sindy Olsen said that people have been leaving meetings without a lot of information which might be helpful to them, and asked when will this information will be coming out? She mentioned that she had spoken with Shirley, specifically about issues in regards to filing for EDD, Cobra benefits, etc. Judy indicated that passing along questions to cabinet regarding information needed is great and that

cabinet can make sure it is filtered to the people who need to provide the information. Judy also mentioned the possibility of doing a Town Hall meeting with Dorene to help clarify questions for people.

Maureen Chenoweth indicated that she had gone to a Town hall recently and heard Mike Brandy talk about upcoming layoffs and how horrible they were – it really meant something to her that he valued each of us so much. She also asked if it would be possible to get something in writing as to how things are getting reorganized so that she knows who to refer students/people to for various services. Judy mentioned that reorganization is still taking place and reminded her that everyone on the Escrow 2 list will be in their positions through June 2011. She indicated that as she can share details of reorganizations she will do so.

Shelley Schreiber asked when and how will bargaining with units happen. Judy indicated that meet and confer process has been happening with units and will continue throughout this process. Judy also mentioned that the current plan for reductions is absent any other changes from the State. She indicated that we have been working from the information which was provided by the Governor's office, but that this information on budget and revenue could change. It is an uncertain time going forward. Judy did point out that compared to what is happening in other colleges in the state, she feels that the cushion we have built in order to keep things running has given us better stability than what most colleges are experiencing.

David Garrido asked what the KCI will look like with all the changes occurring? Judy mentioned that things are still changing, however she feels it will look very light compared to what it is now. Gay Krause will have to consider how the endowment is being utilized and decide about direction in moving forward. Judy did mention that there are also some grant possibilities in regards to the KCI.

Judy is hoping that there will be some mitigation occurring in the next 17 months that will help to improve our position.

ITEM 2

GOVERNANCE HANDBOOK UPDATE – MINER/DAVISON

Dolores indicated that the Governance Handbook has gone through its first draft in fall, with a second draft going out in December. She indicated that over the next three weeks, the Handbook will be sent out to various constituent groups for input. After a further review and input of suggestions, Dolores is hoping to bring the Handbook back to PaRC in March. Judy also mentioned that the RT guidelines were grounding principles in the development of the Governance Handbook.

Shelly Schreiber was concerned about whether ACE has been given the opportunity to review and give input into the Governance Handbook. She made a statement that the bargaining units have not been considered as full voting members in governance groups and on other committees and that ACE does not agree with this and has taken steps to rectify this. She indicated that the Ed Code is pretty clear about this.

She specifically mentioned ACE participation with regard to assigning members to planning groups and voting rights, such as her position on the PaRC council not being a voting member, but only ex officio. She further indicated that ACE has specific knowledge of the contract, and whenever their members are affected, they should be included. Judy indicated that she is aware that the District is responding to the letter from ACE's attorney, and that we may be on a different page as to bargaining unit roles and that ACE's interpretation of the Education Code is being considered. Judy also felt there could be discussion about bargaining unit roles on PaRC and other Foothill committees, however there are further larger issues that District is addressing with regard to things like hiring committees.

ITEM 3

PLANNING UPDATE – PECK

Daniel updated the council regarding the work by Strategic Initiative committees. He went over the new simplified flowchart, as well as the timelines for Strategic Initiatives and the Educational Master Plan. He also spoke about how resource allocation will move forward. He indicated that May 5 will be PaRC's first discussion about priority rankings and that it will follow a process similar to our earlier voting process regarding faculty positions. He indicated the method that is being used allows for communication and has multiple stages for input.

Karen Erickson asked when and how the Operations Planning Committee comes in? Daniel responded that the Operations Planning Committee will be screening for proper funding protocols, and may identify grants or other funding. Judy also mentioned the possibility of divisions revisiting old funding requests from previous years that were possibly covered by bond measures, and a reconsideration of those requests.

Judy talked about a shift with regard to how and where we are seeking funding. She mentioned Obama's plans and economic development, and the idea of seeking out federal appropriations, congressional earmarks, etc. She indicated that there are dollars out there. They are looking for funding of a half million or more, and Richard Galope will be traveling to Washington in an effort to obtain this kind of funding for the college. She also felt that with Richard's changing role, it would be necessary to relinquish him from his role as Accreditation Officer. Judy indicated that Kurt Hueg would be stepping into this role.

ITEM 4

ACCREDITATION UPDATE – MINER/GALOPE/HUEG

Judy indicated that she had just received a response from the Accrediting Commission office, and that while the office has accepted Foothill's report, they are requiring a follow-up report in October with a request for further information. She indicated that they are asking for more with regard to institutional outcomes. Judy

pointed out the FRAMES work that has already been done will likely help in addressing this further request from the Commission.

Richard Galope gave an update about where we are at in planning for the accreditation visit in 2012. He indicated that 43 members had signed up for the various committees. Training of chairs will begin in March, he mentioned March 5 as being a possible date for training. He indicated that there was a great deal of behind the scenes work already happening to prepare for the self-study, particularly the Office of Institutional Research has been gathering materials.

Kurt Hueg followed up with comments on accreditation, indicating that we are in a good place. He will begin work immediately to fill in all tri-chair and committee positions. Kurt shared the letter from the Accrediting Commission with the PaRC group.

Follow up discussion from Dolores Davison and Rose Myers indicated that many colleges were having problems in working with the Accrediting Commission. Rose mentioned that the state Chancellor's Office had asked for ways to improve the working relationship between the Commission and the colleges, and that initially, the Commission had refused his request to speak with them.

ITEM 5

GENERAL DISCUSSION

Ahmed—Indicated that the March in March moved to March 22nd. He indicated that San Francisco City College will have 5000 students in attendance. He said that DeAnza had chosen March 4th for their march due to convenience. He also indicated that ASFC is planning an event on campus on March 4th. He stated that the students are serious and are trying to make an impact. He indicated that they are working on building attendance and encouraged staff and faculty to attend the march and encourage student attendance. Ahmed also indicated that the Book Exchange is now up and running and is found online at <http://www.foothill.edu/bookexchange> and that it will be very helpful for students to save in purchasing textbooks.

Ashley Oropeza—Mentioned that Sister to Sister will be combining forces with the Career Closet to do a career clothing drive during Women's History Month, and she encouraged PaRC members to donate career clothing items. She also indicated that they will be having a fashion show as well.