



PLANNING & RESOURCE COUNCIL

AGENDA

January 5, 2011

HAPPY NEW YEAR!

Purpose: **Participatory Governance Leaders Meeting**
Location: **PRESIDENT'S CONFERENCE ROOM**
Time: **1st & 3rd Wednesday - 1:30 p.m. to 3:00 p.m.**

DATE January 5	AGENDA TOPIC	DISCUSSION LEADER	EXPECTED OUTCOME
1:30 - 1:35	Introduction of Guests	Davison/Gallagher	
1:35 - 1:40	Approval of Minutes for December 1, 2010*	Davison/Gallagher	Approval
1:40 - 1:50	• Accreditation update	Hueg	Information/Discussion
1:50 - 2:00	• Program Review Update	Orrell	Information/Discussion
2:00 - 2:10 2:10 - 2:20	• Presentation of ESMP Appendices plans: #9 Fiscal/Staffing Plan #10 DSPS Plan	Treanor Gregorio	Information/Discussion
2:20 - 3:00	• Questions/Rumors/Announcements	Davison/Gallagher	Information

*ATTACHMENTS:

Minutes 12.1.10

Updated Annual Calendar

Planning and Resource Council Planning Calendar
2010-2011

3-Year Cycle Summary

Cycle Component	Summer	Fall	Winter	Spring
Core Mission Work Groups		Present their plans		
Divisions			Present their plans	
Departments/Programs		Complete Program Review	Submit Resource Requests	
Educational and Strategic Master Plan				Updated
Governance Handbook	IP & B Task force meets	Update and Revise as needed		Governance Survey distributed and discussed
Learning Outcomes Assessment Cycle	Institutional Research makes adjustments to process	Course Level – 3 rd week Program Level – 12 th week	Course Level – 3 rd week	Course Level – 3 rd week
Resource Allocation		Review next year's FTEF prioritizations	Collect all other resource requests	Prioritize FTEF for hire the year after coming Fall
Year 1 Additions (09-10)		Revisit Mission and Vision		
Year 2 Additions (10-11)			Re-visit Planning Agendas and Self-Study	Terms expire in PaRC
Year 3 Additions (11-12)	New members appointed to PaRC			

Planning and Resource Council Planning Calendar
2010-2011

Fall Quarter, Year 2 of Cycle

October 6 PaRC Meeting	October 20 PaRC Meeting
<p>New Business</p> <ul style="list-style-type: none"> • Welcome Back • Orientation • (Approval of 6/16/10 Minutes) • IP&B Task Force update <ul style="list-style-type: none"> -Modified Integrated Planning & Budget structure. -Show new flow chart -Annual agenda with reports -ESMP Update (Submitted appendices to present to PaRC at the beginning of the year and end of the year) 	<p>New Business</p>
<p>Reports/Discussion</p> <ul style="list-style-type: none"> • OPC budget, FTEF update • Accreditation Update • Program Review Update <ul style="list-style-type: none"> - Describe relationship between Program Learning Outcomes and resource requests. 	<p>Reports/Discussion</p> <ul style="list-style-type: none"> • Report out from Core Mission meetings • Professional Development update from Denise Swett • OPC budget, FTEF Additional Requests update • Research update • Presentation of ESMP Appendices plans: <ul style="list-style-type: none"> #1 – Basic Skills Workgroup #2 – Workforce Workgroup
<p>Action Items</p> <ul style="list-style-type: none"> • Substantive Change Report – for approval • Midterm report to ACCJC – for approval • Governance Handbook <ul style="list-style-type: none"> -Amend Planning Structure/Add flow chart -Amend to include how many years a person serves -Confidential were left out of the book when we removed them from Bargaining units. 	<p>Action Items</p> <ul style="list-style-type: none"> • Governance Handbook <ul style="list-style-type: none"> - Further amendments?
<p>Note: Student Success Conference in Orange County after this mtg.</p> <p>Note: Emergency FTEF 2011-2012 Requests due to Shirley October 8</p>	

Planning and Resource Council Planning Calendar
2010-2011

Fall Quarter, Year 2 of Cycle

November 3 PaRC Meeting	November 17 PaRC Meeting
New Business	New Business
Reports/Discussion	Reports/Discussion <ul style="list-style-type: none">• Report out from Core Mission meetings• Professional Development/ Non Credit update from Denise Swett• OPC budget update• Learning Outcomes Update• Presentation of Appendices Plans: #3 – Transfer Workgroup #4 - Sustainability #5 – Tech Task Force
Action Items	Action Items <ul style="list-style-type: none">• Survey Open - Prioritization and approval of 2011-2012 FTEF hires
Note: STEM Conference in Orlando, Florida	

Planning and Resource Council Planning Calendar
2010-2011

Fall Quarter, Year 2 of Cycle

December 1 PaRC Meeting	December 15 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none">• Accreditation Update• Presentation of Appendices Plans: #6 – Distance Education Plan #7 – Student Equity Plan #8 – Facilities Plan	Reports/Discussion
Action Items <ul style="list-style-type: none">• Survey Results - Prioritization and approval of 2011-2012 FTEF hires	Action Items
	Note: Winter Break

Winter Quarter, Year 2 of Cycle

Planning and Resource Council Planning Calendar
2010-2011

January 5 PaRC Meeting	January 19 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none">• Accreditation Update• OPC budget update• Program Review update• Presentation of Appendices Plans: #9 – Fiscal/Staffing Plan #10 – DSPS plan	Reports/Discussion <ul style="list-style-type: none">• Report out from Core Mission meetings.• Professional Development update• OPC budget update <p>Presentations: Non Credit Student Services</p>
Action Items	Action Items

Planning and Resource Council Planning Calendar
2010-2011

Winter Quarter, Year 2 of Cycle

February 9 PaRC Meeting	February 23 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none">• Accreditation Update – Self Study First Draft posted online• Learning Outcome Assessment update• Professional Development update	Reports/Discussion <i>Presentation of Division Plans, including Resource Requests:</i> HP Division Plan – 10 minutes Counseling Division Plan – 10 minutes Learning Resource Center – 10 minutes LA Division Plan – 10 Minutes FA Division Plan – 10 minutes
Action Items	Action Items
Note: All Resource Requests are due to OPC on Feb 17.	

Planning and Resource Council Planning Calendar
2010-2011

Winter Quarter, Year 2 of Cycle

March 2 PaRC Meeting	March 16 PaRC Meeting
New Business	New Business
Reports/Discussion	Reports/Discussion <ul style="list-style-type: none">• Accreditation update – Update on Self Study Feedback• Professional Development update <i>Presentation of Division Plans, including Resource Requests:</i> PSME Division Plan – 10 Minutes AL Division Plan – 10 Minutes CTIS Division Plan – 10 Minutes BHS Division Plan – 10 minutes BSS Division Plan – 10 minutes
Action Items	Action Items
Note: League Conference in San Diego	

Planning and Resource Council Planning Calendar
2010-2011

Spring Quarter, Year 2 of Cycle

April 6 PaRC Meeting	April 20 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none">• Report out from Core Mission meetings.• Accreditation update - First read of Self Study• OPC presents preliminary Resource Allocation update• Tutorial Taskforce Update – Paul Starer	Reports/Discussion <ul style="list-style-type: none">• Professional Development update• Accreditation Self-Study – Second Read, Approval• Learning outcomes and Assessment update• OPC/Resource Allocation update
Action Items	Action Items <ul style="list-style-type: none">• Updates to ESMP including Core Missions and Appendices Plans

Planning and Resource Council Planning Calendar
2010-2011

Spring Quarter, Year 2 of Cycle

May 4 PaRC Meeting	May 18 PaRC Meeting
New Business	New Business
Reports/Discussion <ul style="list-style-type: none">• Accreditation update – Self-Study Final Draft Approval (If necessary)• Review ARCC Report• OPC/Resource Allocation update	Reports/Discussion <ul style="list-style-type: none">• Professional Development update• Accreditation update - Self-Study Final Draft Approval (If necessary)• Learning outcomes and Assessment update
Action Items <ul style="list-style-type: none">• Updates to ESMP including Core Missions and Appendices Plans• Approve updated version of ESMP (Version 2.0)	Action Items <ul style="list-style-type: none">• Final approval of Resource Allocation Recommendations• Final approval of ESMP• Initiate IP&B Survey for Planning & Resource Allocation Assessment

Planning and Resource Council Planning Calendar
2010-2011

Spring Quarter, Year 2 of Cycle

June 1 PaRC Meeting	June 15 PaRC Meeting
New Business	New Business <ul style="list-style-type: none">Report out from Core Mission meetings.
Reports/Discussion <ul style="list-style-type: none">Review of PaRC's self assessment, discussion on how to make improvements	Reports/Discussion <ul style="list-style-type: none">Final Meeting of 2010-2011
Action Items <ul style="list-style-type: none">Re-convene summer Task Force	Action Items <ul style="list-style-type: none">End of 2-year term for members

Adaptive Learning Division

Foothill College



**Presentation to Planning and Resource
Council (PaRC)**

January 5, 2011

GERTRUDE GREGORIO



FOOTHILL COLLEGE

12345 El Monte Road ■ Los Altos Hills, CA ■ 94022-4599

www.foothill.edu

Upgrade. Advance.

Our Mission



- ❖ To provide equal access to students with disabilities to the college's educational programs.
- ❖ To prepare students and provide career programs in the special education and disability-related fields.

www.foothill.edu/al

Who are our Students?



- ❖ **Students with disabilities** who:
 - Transfer to 4 year colleges & universities
 - Certificate/A.A. and A.S. degree
 - Vocational training
 - Older adults
 - Veterans
 - Re-entry students
- ❖ **Professionals** in the Special Education and Adaptive Fitness, Health & Aging-related fields
- ❖ Individuals interested in **changing careers**
- ❖ **Parents** with disabled children
- ❖ K-12 and community college **educators**
- ❖ Individuals who are **re-entering the workforce**
- ❖ **Returning students**

Statistics



	08-09	09-10	10-11
Unduplicated Headcount	2,449	2257	1400 (projected)
FTES	871	692	414.32 (projected)
FTEF	30.375	21.494	16.3

Range of Disabilities



- ❖ Learning disabilities and Attention Deficit Disorders (ADD)
- ❖ Physical disabilities and other health impairments (Parkinson's disease, diabetes, arthritis, etc.)
- ❖ Brain injury and post-stroke
- ❖ Deaf and hearing impairments
- ❖ Psychological disabilities
- ❖ Developmental disabilities
- ❖ Mobility and orthopedic impairments

Programs for Students with Disabilities (On-campus)

❖ Disability Resource Center (DRC)

Promotes student independence and works to make campus classes, facilities and services accessible through specialized classes, reasonable accommodation and advocacy and disability awareness activities.

- Note-Takers, Orientation & Mobility Training, Specialized Counseling
- Sign Language Interpreters, Test Accommodation

❖ Computer Access Center (CAC)

Provides support in the use of adaptive computer technology for students with disabilities.

- Dragon Naturally Speaking, Inspiration, Kurzweil 3000, Text Help Read & Write, ZoomText, Assistive Hardware

❖ Student Tutorial Evaluation Program (STEP)

Designed to support students with learning disabilities.

- Compensatory strategies, Learning disabilities assessment, Liaison/Advocacy services between student and college staff, Specialized tutoring, Academic, vocational, and personal counseling

Programs for Students with Disabilities (On-campus) continues

❖ Transition to Work (TTW)

A 12-month vocational program designed for students with disabilities who can function independently on a college campus but may not have the ability to succeed in a traditional college classroom.

- Job skills
- Job search
- On-the-job training
- Personal development

❖ Adapted Physical Education (APE) – program cut by 75% effective July 2010.

Off-campus offerings moved to Community Education.

•Degree applicable and CSU transferable credits

•Offers students with diverse limitations the opportunity to participate in physical activity courses, developed to fit their specific needs and goals.

- Aerobic dance
- Adaptive Aquacize
- Back fitness
- General conditioning
- Older adult fitness
- Stretching & Flexibility
- Wellness class

Programs for Students with Disabilities (off-campus)

❖ Community-Based Program (CBP)

Provide lifetime opportunities for continued growth, development, and involvement which enhance the quality of life of students with disabilities. The program serves older adults and veterans in the community. Classes focus on transitional and independent living skills, compensatory and mobility skills, job-seeking skills and personal enrichment.

- Art
- Career development
- Communication
- Computers
- Health
- Independent & Transitional living skills
- Work Readiness

❖ REACH Program for post-stroke – **program eliminated in ALD and moved to Community Education effective July 2010**

Career Programs



Adaptive Fitness Therapy

This program is designed to provide practical skills and knowledge for those interested in a career in the health and fitness fields, working with older adults and persons with disabilities. Graduates of the program will be qualified to work as paraprofessionals in the following occupations: fitness professional, personal trainer, physical therapist aide, home health professional, activity director, and others. Individual classes can be taken for professional growth or continuing education credits.

Special Education Paraprofessional

The program allows students to develop skills for a rewarding career as a paraprofessional in public and private schools and other work settings such as rehabilitation facilities, human service organizations, community centers after school programs or care giving facilities. By enrolling in Foothill's Special Education Program, students will have the opportunity to study disability and special education topics including disability law, attention deficit disorders, psychological aspects, technology and other topics.

- Working with Special Populations
- Introduction to Disabilities
- Psychological Aspects of Disability
- Learning Disabilities
- Disability & The Law
- Disability & Technology Access
- Special Education Strategies & Practicum

Career Programs cont.



Adaptive Aquatics

The program is designed to provide practical skills and knowledge for those interested in a career in teaching water fitness to older adults and persons with disabilities. Graduates of the program will be qualified to work as water fitness instructors for YMCA's, health clubs, and parks and recreation departments. Students can apply for **National Aquatic Fitness Professional Certification**. Individual classes can be taken for professional growth.

Gerontology

Gerontology is the study of aging. This certificate introduces students to the continuum of characteristics, abilities and needs of older adults, the policies and services that are available, and the skills needed to be effective in working in aging-related programs. The courses can be taken for individual interest or professional development, and some are offered for continuing education units. The Certificate in Gerontology can be taken in combination with other professional trainings, such as adaptive fitness therapy, respiratory therapy, nursing, nutrition, geriatric and other specialties in the field of gerontology.

Supporting Foothill's Strategic Initiatives



Basic Skills

- Step Program
 - *Summer Academy* is an eight day summer bridge program to help students successfully transition into their first year at Foothill. Students will develop skills that they'll need to succeed in courses such as math and writing, and in activities like time management and self advocacy.
- ALLD Support classes: Provides academic support classes in Math, English, Understanding Learning Differences, and Student Success Strategies.
- Partnership with Math My Way: NCBS 401A, 401B (intended to bridge students into basic Math 230. Taught by Teresa Ong, Learning Disability Specialist

Workforce Development

- 4 career programs in Adaptive Fitness Therapy, Adaptive Aquatics, Gerontology, and Special Education
- Transition to Work (TTW) expanding current population we serve
 - TTW (students who may not mainstream in regular college courses)
 - Veterans with disabilities (Next Step and VRC) - work readiness courses
 - Other Disabled populations

Transfer

- Majority of DRC students earn career A.A. degrees, and/or transfer to 4-year colleges & universities
- Annual Student Recognition Celebration in June

Goals and Priorities



- ❖ New Home – 5400: To house all ALD programs and services. A centralized location to improve access, effectiveness and efficiency in service delivery
- ❖ Staffing:
 - Faculty FTE - replace Mary Hawkin's position, critical to coordinate TTW program
 - Faculty FTE - Learning Disability Specialist/Counselor
 - Faculty FTE - Special Education Program, Gerontology
 - Restore classified positions due to 45% budget reduction to DSPS in July 2010.
- ❖ Strengthen support to Basic Skills
 - Review and expand ALLD support courses in Math and English
 - Strengthen partnership with Math My Way
 - On-going Specialized Tutor Training
 - Entry point for veterans with disabilities
 - Representation in Basic Skills Committee

Goals and Priorities



- ❖ Develop a plan to respond to emerging trends and populations
 - Veterans from OIF and OEF
 - continue to develop Foothill's Veterans Resource Center including facilities and staffing
 - Individuals with autistic spectrum disorders
- ❖ Increase outreach efforts and community partnerships
 - Local school districts - Training provider for paraprofessionals
 - Cupertino Unified School District
 - New Haven Unified School District
 - Santa Clara Unified School District
 - Health care agencies and providers
- ❖ On-going In-service to Foothill community on ADA and other disability topics