



# PLANNING & RESOURCE COUNCIL

## AGENDA

January 19, 2011

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

<b>DATE January 19</b>	<b>AGENDA TOPIC</b>	<b>DISCUSSION LEADER</b>	<b>EXPECTED OUTCOME</b>
1:30 - 1:35	Introduction of Guests	Miner	
1:35 - 1:40	Approval of Minutes for <b>January 5, 2011*</b>	Miner	Approval
1:40 - 2:00	•Core Mission Workgroup Meetings Update Workforce Operations Transfer Basic Skills	Anderson Treanor Piparo Gilani	Information/Discussion
2:00 - 2:10	•OPC Budget Update	Treanor	
2:10 - 2:20	• Professional Development Update	Swett	Information/Discussion
2:20 - 2:30 2:30 - 2:40	•Presentations: Non-credit Student Services	Swett Myers	Information/Discussion
2:40 - 3:00	•Questions/Rumors/ Announcements	Miner	Information

**\*ATTACHMENTS:**

Minutes 1.5.11

Fiscal/Staffing plan powerpoint

ALD plan powerpoint

Professional Development Winter calendar


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Maureen Chenoweth : Foothill College

## TRANSFER ADMISSION GUARANTEE

[Home](#) | [Student Search](#) | [My Information](#) | [Reports](#) | [Admin](#)

## UC TAG Webinar

- [View September 1, 2010 webinar](#)

## Upcoming TAG Filing Opportunities:

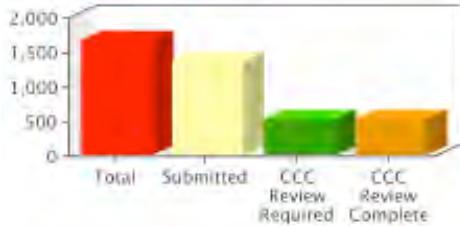
**Fall 2012:** filing period Sep 1-30, 2011

- Davis
- Irvine
- Merced
- Riverside
- San Diego
- Santa Barbara
- Santa Cruz

**Spring 2012:** filing period May 1-30, 2011

- Merced

## Fall 2011 TAG Process Status:



(place cursor over each group for brief description)

Total Students	528
Total TAGs	1661
Submitted TAGs	1376 (82.84% of total)
CCC Review Required	544 (39.53% of submitted)
CCC Review Complete	544 (100.00% of required)

**All done! Thank you for all your work with TAG!**

## We Want Your Feedback!

Have an idea for an addition or improvement to the site? Share it with us below.

If you have a problem to report please use the "contact us" link at the bottom of the page.

**Category:**  I wish it did  I don't like  
 I really like  Other  
 Reporting

**Note:****Send**

Technical Questions? Please [contact us](#). [Browser Requirements](#)

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## UC TAG Results Fall 2011

**LAST YEAR** 2009/2010: A total of 231 TAGs and TAAs were submitted for 224 students.

**THIS YEAR** 2010/2011: Between July 1 and September 30, a total of 1376 TAGs were submitted to UC for a total of 528 students. Approximately 100 students of the 528 either did not finish the TAG or withdrew. So, approximately 428 students did submit a TAG, which is almost a 100% increase over the previous year (and we still have a few months to go in this year).

Campus	UC approved	UC Denied	Total
<b>Davis *</b>	218	42 98 CCC denied	358
<b>Irvine</b>	139	26	165
<b>Merced</b>	20	31	51
<b>Riverside</b>	52	44	96
<b>San Diego</b>	286	1	287
<b>Santa Barbara</b>	207	25	232
<b>Santa Cruz *</b>	80	106	186
<b>TOTALS</b>	<b>1002</b>	<b>373</b>	<b>1375</b>

\*Requires Community Counselor Review

Issues and kudos:

1. Success rate
2. Foothill teamwork
3. Role of community college counselor
4. Communication between community colleges and UCs
5. Follow up
6. Resources for students
7. Conclusion

## WINTER WORKSHOPS @ FOOTHILL

**Noah Alper: Foothill Authors Series**  
Founder of Noah's Bagels and author of *Business Mensch*  
Thursday, January 6, 2011  
12 noon to 1pm  
Campus Center, Hearthside Lounge  
REGISTER AT THE FOLLOWING LINK   
<http://events.constantcontact.com/register/event?oeidk=a07e38gvj8f360bd407>



**Teamwork & Communication: Laureen Balducci**  
Tuesday, January 11, 2011  
10am to 11:30am  
Toyon Room  
REGISTER AT THE FOLLOWING LINK   
<http://events.constantcontact.com/register/event?oeidk=a07e35h6q4m2e262a3c>



**ADA Workshop: Margo Dobbins**  
Wednesday, January 12, 2011  
3pm to 4:30pm  
Toyon Room  
REGISTER AT THE FOLLOWING LINK   
<http://events.constantcontact.com/register/event?oeidk=a07e35h6qa710b0be5f>

**Anand Giridharadas: Foothill Authors Series**  
*Author of India Calling*  
Tuesday, January 18, 2011  
12 noon to 1pm  
Campus Center, Hearthside Lounge  
MORE INFORMATION AT THE FOLLOWING LINK   
<http://events.constantcontact.com/register/event?oeidk=a07e37jns96a970b013>

**SLO Reflection Workshop: Carolyn Holcroft & Gillian Schultz**  
Friday, January 14, 2011  
10am to 11am  
KCI  
MORE INFORMATION AT THE FOLLOWING LINK   
<http://events.constantcontact.com/register/event?oeidk=a07e397h7fq5cde96ba>

**Stress Management: LeeAnn Emanuel**  
Thursday, January 20, 2011  
1:30pm to 3pm  
Altos Room  
REGISTER AT THE FOLLOWING LINK   
<http://events.constantcontact.com/register/event?oeidk=a07e35h6qdv45aa1d94>

**Hordes of Free (Technology) Tools from a Google Certified Teacher: Rushton Hurley**  
Friday, January 14, 2011  
10am to 11:30am  
CCC Confer Program  
MORE INFORMATION AT THE FOLLOWING LINK   
<http://events.constantcontact.com/register/event?oeidk=a07e37jtkh9d284555>

**Evaluating Faculty: Eloise Orrell & Shirley Treanor**  
Thursday, January 20, 2011  
1:30pm to 3pm  
President's Conference Room  
REGISTER AT THE FOLLOWING LINK   
<http://events.constantcontact.com/register/event?oeidk=a07e35h6qgu8275a8a9>

# WORKSHOPS WINTER 2011

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## Assessment Techniques: Carolyn Holcroft & Gillian Schultz

Friday, January 21, 2011

10am to 11am

President's Conference Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e39bag7106932a1e>



## Web 2.0: What it Means to You: Chris White

Friday, January 21, 2011

10am to 11:30am

Toyon Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35gwc7b275caf6f>

## Dealing With Aging Parents & Family Members:

### Brown Bag Support Group

Monday, January 24, 2011

12noon to 1pm

Toyon Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35h7wtq23a3ccad>

## Intermediate MS Word: Darya Gilani

Wednesday, January 26, 2011

1:30pm to 3pm

Room 4202 (KCI)

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35h7wvme8f40d7a>

## Fitness in the Office: Stretch & Exercise: Don MacNeil

Thursday, January 27, 2011

1pm to 2pm

President's Conference Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35h7x0yeac5dbc6>

## ADOBE DAY @ THE KCI

Saturday, January 15, 2011

9am to 5pm

Hands-On Sessions Using

ADOBE SOFTWARE:

desktop publishing

photography

video production

web design

multimedia & animation

FREE

<http://www.krauseinnovationcenter.org/adobe-day/index.html>

## Upcoming Classes at the KCI

Google Tools

Blogs & Wikis

Adobe Photoshop I

Google Sites

Adobe Photoshop II

and much more!

More information and registration:

<http://www.krauseinnovationcenter.org/>

# WORKSHOPS

## WINTER 2011

Page 3 of 4

### Barry Eisler: Foothill Authors Series

Author of *Inside Out* and *Rain Fall*

Thursday, February 3, 2011

11am-12noon

Campus Center, Hearthside Lounge

MORE INFORMATION AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e38gvja267255>

### Healthy Snacks: Don MacNeil

Thursday, February 3, 2011

1pm to 2pm

President's Conference Room

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e35h7x3adb934dc5>

### Culture of Inquiry: Rosemary Arca

Wednesday, February 9, 2011

2pm to 3:30pm

Toyon Room

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e35h91e5ab16119a>

### Basic Workstation Ergonomics: Mary Kay Englen

Friday, February 11, 2011

10am to 12noon

Toyon Room

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e35h9lav34b2b866>

### Tension Relief: Don MacNeil

Thursday, February 17, 2011

1pm to 2pm

President's Conference Room

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e35ha5hd9a14aacc>

### Professional Achievement Award Process for

Faculty: Linda Lane & Gigi Gallagher

Thursday, February 17, 2011

2pm to 3pm

Altos Room

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e35h9lcrd37d348e>

### Using Technology in the Classroom: Steve McGriff

Wednesday, February 23, 2011

1:30pm to 3pm

Room 4006 (KCI)

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e35ha5j1263f705d>

### Creating Powerful, Professional PowerPoint's:

Chris White

Wednesday, February 23, 2011

1:30pm to 3pm

Room 4202 (KCI)

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e36glp4z1cd40b45>

### Liability Issues for Managers: Rose Myers

Thursday, February 24, 2011

1:30pm to 3:30pm

President's Conference Room

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e35ha5u6428f99aa>

### Dealing With Aging Parents & Family Members:

Brown Bag Support Group

Monday, February 28, 2011

12noon to 1pm

Toyon Room

REGISTER AT THE FOLLOWING LINK 

<http://events.constantcontact.com/register/event?oeidk=a07e35ha5ut6c047115>

**Dealing with Emergencies & Crisis Situations:**

**Judi McAlpin**

Thursday, March 3, 2011

2:30pm to 4pm

Presidents Conference Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35ha5zg95f29ac4>

**Professional Growth Award Process for**

**Classified Staff: Kris Lestini**

Friday, March 4, 2011

10am to 11:30am

Toyon Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35ha61mf06d5753>

**Service Learning: Rosemary Arca**

Tuesday, March 8, 2011

1pm to 2:30pm

Altos Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e37jx6bb4f3522f3>

**Have You Considered Teaching an Honors**

**Course? Bernie Day**

Wednesday, March 9, 2011

12noon to 1:15pm

Chinese Heritage Room 3523

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e36v9gcw2282c272>

**Professional Development Leave for Classified Staff: Blanche Monary**

Friday, March 11, 2011

10am to 11:30am

Toyon Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35ha63w821898a7>



**Karl Knopf: Foothill Authors Series**  
**Author of Weights for 50 plus, Healthy Hip**  
**Handbook**

Thursday, March 17, 2011

12noon to 1pm

Campus Center, Hearthside Lounge

MORE INFORMATION AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e397fjx8c9f7aca0>

**Writing and Presenting Professional Workshops: Kurt Hueg**

Thursday, March 17, 2011

2pm to 3:30pm

President's Conference Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35ha65945b8dbc8>

**Dealing With Aging Parents & Family Members: Brown Bag Support Group**

Monday, March 28, 2011

12noon to 1pm

Toyon Room

REGISTER AT THE FOLLOWING LINK [☞](#)

<http://events.constantcontact.com/register/event?oeidk=a07e35ha66j9f6ab943>

**PROFESSIONAL DEVELOPMENT DAY**

Friday, January 28, 2011

9:30am to 3:30pm (Lunch Included)

**PANEL:** Strategies to Deal with Student

Behavioral Issues

**WORKSHOPS:**

Faculty Lead Grant Funded Research: \$ 500K of Fun, Fame and Frustration

Engaging Ideas: The Connections Between Thinking and Writing

Preparing for Campus Emergencies

Strategies for Working with your Manager

Student Engagement Tools & Strategies in the Classroom

Understanding Learning Styles

Integrating Classroom Technology to Support Teaching and Learning

Maximizing Communication on Campus

Healthy Work Habits



# Foothill College

Student Development and  
Instruction  
2010- 2011



# Student Development and Instruction Goals

- Get students enrolled and registered efficiently
- Provide support services to keep students in class
- Assist students in meeting their goals of transfer, workforce, and basic skills acquisition



# **Student Development and Instruction areas:**

- Counseling Division
- Physical Education/Athletics Division
- Adaptive Learning Division
- Admissions and Records
- Financial Aid
- EOPS
- International Student Program

# Student Development Areas Cont'd

- Student Outreach and Retention
- Student Activities and Affairs
- Special Programs
  - Mfumo
  - Puente
  - Pass the Torch



# Counseling

- Counseling and advising Services
- Career Services
- Transfer Services



# EOPS and Financial Aid

- EOPS assists financially disadvantaged students with “above and beyond services including books, tutoring, transfer, computer loans.
- This year, EOPS program received a \$26K endowment for scholarships



# Financial Aid

- AY 08-09 \$7.4 M
- AY 09-10 \$9.7 M
- 107% increase in FAFSA's compared to 07-08.

# Student Success Center

- Admissions and Records
  - Registration
  - Grades
  - Transcripts
- Outreach and Retention
  - Outreach to high schools and community
  - In-reach to college student community
  - Perform “triage” function for students

# Student Development and Instruction 2010-2011 goals

- Demystify the culture of academia
- Create pathway for students from basic skills to honors to transfer status
- Re-visit transfer pre-graduation celebration
- Become proficient in Banner

# Student Development and Instruction 2010-2011 goals

- Establish a robust Veteran's Resource Center
- Revise SAO's and continue assessment cycle
- Promote student engagement:
  - revisit registration payment policy
  - revisit late registration policy
  - revamp Counseling 50

# Questions





# FOOTHILL COLLEGE

# Basic Skills Workgroup

## Update to PaRC

**Date: January 19, 2011**      **Time: 1:30 p.m.**

## **Location: President's Conference Room**

## Tri-Chairs:

Darya Gilani

Teresa Ong

Paul Starer

### **Members:**

---

Lyliana Hernandez

Debbie Lee

Susie Huerta

Kelly Lopez

Elaine Kuo

Leslye Noone

Phuong Lam

Pam Wilkes

## **Ex-Officio:**

---

Eloise Orrell

Goals Presented to PaRC on Oct. 20, 2010

- Goal: Gain committee participation across disciplines.

Since our first October meeting, the BSW has gained new members, and now has involvement from Outreach, the Library, Tutorial Center, Math, English, Office of Instruction and Institutional Research, Pass the Torch and Adaptive Learning. We continue to invite members to be confirmed through their senates, or just drop in on a meeting if they have questions or thoughts to add, we also continue to add those interested to the email distribution list. Also, all meeting information is posted on:

- Goal: Re-affirm Workgroup mission

- The “Poppy Copy”, or the Executive Summary guiding Basic Skills work in California, states that, “A clearly articulated mission based on a shared, overarching philosophy drives the developmental education program.” The Workgroup readily re-affirmed the final mission to read:

*The Basic Skills Workgroup/College Skills steering committee on the Foothill campus coordinates the design and implementation of programs that support the development of foundation skills in reading, writing, mathematics, English as a Second Language, and learning/study to achieve success in college-level courses. In doing so, we endeavor to focus necessary and purposeful activities in four areas of effective practice: organization/administration, program design, staff development, and instructional practice.*

- Goal: Find ways to better serve basic skills students' needs in the immediate future.
  - We've started working toward this goal with a variety of projects:
    - \* Informational Tutorial Services Flowcharts - To better serve students, the Workgroup decided to create simple one-sheets for students to describe what services are available to them depending on their level of coursework.
    - \* Basic Skills Student Survey - Student Member Kelly Lopez, with the help of Elaine Kuo and the Workgroup, developed a Survey that was distributed last week to all basic skills students. This survey asks questions about awareness, use and need regarding Academic Support Services at Foothill. There are over 1500 surveys distributed, and we are hoping for a high return rate. We will present the results of these surveys at our next BSW meeting and also to PaRC at our next update.
    - \* Program Review/Resource Requests - Because all programs are completing these documents, and are aligning their goals with a core mission, the group is using these to inform how we advocate for resource needs. The BSW has asked the Deans to provide a list of prioritized needs directly related to Basic Skills by Monday, January 24<sup>th</sup>. The requests will be reviewed with the metrics set forth by the Poppy Copy, Action Plans, and, most importantly, by asking how we can serve the most students as soon as possible. We will forward our recommendations to PaRC and to the President.
- Goal: Development of IRW program.
  - Susie Huerta has kept the group updated on the IRW courses, which will run for the first time in Fall 2012, after they pass through the UC transfer process deadline, which is in June, and the IGETC deadline, which is in December. In the Math department, Debbie Lee has kept the group updated on the new course pathways Math 48 A/B/C, which will debut next fall.
- Goal: Update of Inventory completed in 2008 to review Basic Skills needs on campus
  - After the completion of our survey and current projects, the BSW will work to update the 2008 Inventory using survey data, program review and information from the group. This Inventory will be our guide as we continue to add to and measure our goals related to the Educational and Strategic Master Plan.



# Tutorial Services at Foothill College

<b>Service Avail.</b>	<b>Math 230/231</b>	<b>Math 220/221</b>	<b>Math 105</b>
Disability Resource Center (DRC)	Support courses, ALLD 207 and ALLD 206. Please see a DRC counselor for more information.	Support courses, ALLD 207 and ALLD 206. Please see a DRC counselor for more information.	Support courses, ALLD 207 and ALLD 206. Please see a DRC counselor for more information.
EOPS Tutorial Services	Tutoring for students who qualify for financial aid. One-on-one tutorial, 2 hours per week maximum.	Tutoring for students who qualify for financial aid. One-on-one tutorial, 2 hours per week maximum.	Tutoring for students who qualify for financial aid. One-on-one tutorial, 2 hours per week maximum.
Pass the Torch	Individual tutoring. You must register for this service.	Individual tutoring. You must register for this service.	Individual tutoring. You must register for this service.
PSME Center	Drop-In/small group studying from 9:00 a.m. to 6:00 p.m. M-Th., 9:00 a.m. to 1:00p.m. Fri.	Drop-In/small group studying from 9:00 a.m. to 6:00 p.m. M-Th., 9:00 a.m. to 1:00p.m. Fri.	Drop-In/small group studying from 9:00 a.m. to 6:00 p.m. M-Th., 9:00 a.m. to 1:00p.m. Fri.
Tutorial Center	Drop-In multi-subject tutoring. 9:00 a.m. to 6:00 p.m. M-Th.	Drop-In multi-subject tutoring. 9:00 a.m. to 6:00 p.m. M-Th.	Drop-In multi-subject tutoring. 9:00 a.m. to 6:00 p.m. M-Th.



# Tutorial Services at Foothill College

<b>Service Avail.</b>	<b>Engl 100</b>	<b>Engl 110</b>	<b>Engl 1A</b>	<b>Engl 1B</b>
<b>Disability Resource Center (DRC)</b>	Support courses, ALLD 207 and ALLD 206. Students should be concurrently enrolled.	Support courses, ALLD 207 and ALLD 206. Students should be concurrently enrolled.	Not available.	Not available.
<b>EOPS</b>	Tutoring for students who qualify for financial aid. One-on-one tutorial, 2 hours per week maximum.	Tutoring for students who qualify for financial aid. One-on-one tutorial, 2 hours per week maximum.	Tutoring for students who qualify for financial aid. One-on-one tutorial, 2 hours per week maximum.	Tutoring for students who qualify for financial aid. One-on-one tutorial, 2 hours per week maximum.
<b>Pass the Torch</b>	Individual tutoring. You must register for this service.	Individual tutoring. You must register for this service.	Individual tutoring. You must register for this service.	Individual tutoring. You must register for this service.
<b>Tutorial Center</b>	Not available.	Not available.	Not available.	Not available.