



FOOTHILL COLLEGE

## **PLANNING AND RESOURCE COUNCIL MINUTES**

October 6, 2010

### **IN ATTENDANCE:**

Anderson, Balducci, Bourquin, Bowie, Casey, Chenoweth, Davison, Day, Dehnad, Gallagher, Galope, Heiser, Hueg, Kuo, McAlpin, Meade, Miner, Myers, Noone, Oeh, Okamura, Orrell, Patyk, Peter, Schreiber, Southerby, Spragge, Storer, Stenger, Swett, Taketa, Treanor, Wilkes

### **ANNOUNCEMENTS AND INTRODUCTIONS – MINER**

Introduced new members to PaRC: Bowie, Chenoweth, Dehnad, Gallagher, Heiser, Kuo, Oeh, Okamura, Southerby, Taketa.

Guests were introduced: Darya Gilani, Peter Murray, Ashley Oropeza, Chris White

### **APPROVAL OF MINUTES FOR JUNE 16, 2010**

APPROVED AS WRITTEN

## **ITEM I - ORRELL**

### **IP&B TASK FORCE UPDATE**

The Task Force met over the summer to review and reflect on the spring survey, which reflected the need to streamline the processes of PaRC. The new structure was the result of those meetings. The group decided the core missions of basic skills, transfer and workforce education needed to be more closely connected to PaRC. These committees are now called "workgroups" and incorporate the Strategic Initiatives into their goal planning. Each of these workgroups will then be able to work in tandem ultimately reporting to PaRC. (see structure flow chart attachment). A new calendar was also developed for PaRC and will cover a 3-year cycle (attachment).

**ACTION:** After presentation, it was decided that the flow chart arrows for: Resource Requests for "Core Missions and Departments," should be changed to reflect a communication flow between both groups - will be changed to a double arrow. It was further noted that FTEF should remain at PaRC rather than going through OPC first.

## **ITEM II - MINER**

### FTEF PRIORITIZATION

It was noted that no new requests for faculty positions other than retirement and resignations will be reviewed.

ACTION: PaRC will next need to rank positions 7-12 and should we win the parcel tax, the plan is to go forward with all 12.

Noted that OPC would provide clarification of data that PaRC would then use for prioritizations. They could also verify that requests are in line with guidelines. Form content will also be adjusted to insure consistency.

## **ITEM II - ORRELL**

### PROGRAM REVIEW UPDATE

All programs are being asked to review two sections; 4 & 10 and Student Services 4 & 6 - all are on the website are due end of Fall quarter.

This will allow us to prioritize classified positions so that we can keep positions if we succeed with parcel tax. Would then ask PaRC to prioritize six (6) full time equivalent classified staff (FTEC) that could be funded above and beyond Escrow 2 and deferment 1 positions. They would be allocated to a special fund that would have accountability and transparency in the event we could renew the parcel tax in six years.

## **ITEM III - ORRELL/HUEG**

### ACCREDITATION FOLLOW UP REPORT & SUBSTANTIVE CHANGES

Reports have been submitted to ACCJC and approved by FHDA board. Is also now posted on the Office of Instruction.

The first draft of our timeline has been distributed and is subject to change;

November 8 - first draft deadline

Oct. 22 - distributing survey (students)

April 20 - PaRC will approve final draft and to board

June - to Board for final approval

## **ITEM IV - MINER**

### HANDBOOK PROPOSED REVISIONS

It was requested that an additional change will be included making it revision #3. Currently it states classified reps are appointed by Classified Senate. Change to state that; "Appointments will be made by Classified Senate as authorized by their collective bargaining agents." This is change would be in addition to language presented in handout.

ACTION: approved as written

It was also suggested that with regard to voting vs. non-voting members, PaRC would approve to proceed upon consensus with the exception of resource allocations. Those would require a majority vote.

ACTION: approved

It was further noted that "Terms of Service" for PaRC membership should be changed to "term limit."

ACTION: approved

## **ITEM V - MINER**

### QUESTIONS/RUMORS/ANNOUNCEMENTS

- Opening day contest is available on line
- Introduced new researcher Elaine Kuo
- Reminder of fire drill on Oct. 14 9:30 am
- Professional development – note new website
- Classified Senate announced its survey aimed to get feedback from its constituents regarding increased participation in shared governance and to be sure senate is moving in right direction
- Sister to sister club fund raiser for breast cancer awareness Oct 30 in San Jose "Making Strides Walk"
- Language Arts has new and final home in 6406 join them for open house on October 29<sup>th</sup> or stop by anytime to say hello.