



FOOTHILL COLLEGE

**PLANNING AND RESOURCE COUNCIL
MINUTES**

February 15, 2012

IN ATTENDANCE:

Anderson, Balducci, Bourquin, Bufren, Casey, Cellilo, Chenoweth, Davison, Day, Dobbins, Dye, Georgiou, Gilani, Heiser, Hueg, Kuo, Larhnimi, McAlpin/Dobbins, McGee, McKellar, Messina, Miner, Mummert, Murray, Ong, Otayde, Patyk, Storer, Stenger, Swett, Taketa, Tran, Treanor, White

ANNOUNCEMENTS AND INTRODUCTIONS – MINER

New Council Member – ASFC representative Hichum Larhnimi will be replacing Joe Otayde
Guests: McElroy

APPROVAL OF MINUTES FOR FEB 1, 2012

APPROVED AS WRITTEN

ITEM I - BUDGET REDUCTIONS – MINER/MCELROY

With a \$7.5M shortfall, we are living on one-time dollars. Triggers 1 and 2 brought us to over \$10M which is what we are working on with the present budget cuts for 2011-12. Will have enough to get us through most of next year. Both colleges are saving jobs and keeping operations going through 12-13 including using their own carry-over dollars. Since that agreement, the Governor has a new proposed budget and our new cut calculations. If the November tax initiative is enacted then we expect no additional cuts during 12-13. Signatures are being gathered and the outcome is anybody's guess. We are being cautioned not to count on the package and if revenues don't materialize, we would be subject to mid-year cuts right after November election. For us it would add \$7M in cuts after workload reduction (\$15M). That would be on top of \$11M. There is no expectation that the tax package will pass and no alternatives have been offered out of Sacramento. There is a great deal of work ahead of us. We all need to promote advocacy in every area of the community. With 5.6% workload reductions on top of last three years of reductions, the loss of services/classes is almost impossible to imagine.

We asked our Board to release us from specifying cuts for 2013 prematurely so that we don't mis-communicate information that may change. In seven months we had four targets and ultimately had to budget district-wide for cuts of \$10M.

A new Director will be hired for Veterans Services and Adaptive Learning and Disabled Services. The funding will come from the retired Dean of ALD and be at a lower rate of pay.

There are four counselors at DeAnza who may be laid off as of June 2013. Those individuals would bump any new position at Foothill. As a result, the Foothill Counselor search was halted. Will use that position for additional savings right now.

Since we are restricted in cutting positions in instruction, the classified take a particularly tough hit. We tried to do as much as could with vacancies so we would not have to cut as deeply.

Concerns remain for mid-year cuts and what that would mean. DeAnza isn't 60/40 split for cuts. We are below them in revenue plus they had many more vacancies to rely on. They had a larger ending balance so they are also able to carry more of their liability through the year.

No B-budget cuts are expected this year, but will allocate 50% of what areas would normally get. We will use carry over. We don't want to find uneven spending in the Fall and will allocate dollars to the highest need.

Q – asked by one of our students, can ASFC help with B-budget cuts?

A – the division would represent their needs and thank you for the offer

Q – student services seems to be hit hardest, particularly serving under represented students

A – we will have a new Outreach Assistant position with a smaller scope of responsibility in that area. That position is comparable to the way DeAnza has approached this service. If we have to find another \$810,000 in cuts, we are very concerned as to where that can possibly be taken. Have to have a college-wide conversation of what we do next. Will be looking to PaRC and program reviews for guidance.

Q – if we don't have recruiting how will we attract students?

A – will talk about what other positions we will be creating. We have a commitment to every area and every function, but we do not have the dollars to offer the services we have in the past. This is only the tip of the iceberg – work will simply have to go away. It is not the District making these choices it is the State mandate....they simply are not going to offer us the funds to support the services and classes as we have had in the past.

2013 Outlook:

We have \$810,000 deficit to meet for 2013. Reductions may be met with retirements. These numbers are not exact but general numbers based on State threats.

How we got to distribution of cuts is based on estimates on faculty effort in order to generate our FTES target with 5.46 productivity. Must look for the difference from other areas.

B- budget cuts will need to be permanent since we are giving out more than we receive. Milestone will be after April when tax revenues are in, May revise and the report to state for FTEF. We are not just sitting back.....we are instituting new additional early summer session that would address needs in the high schools and

semester college students. We think that is a population we can capture. Adding classes to Fall and Winter didn't pay out as we hoped.

Q - when does bumping process happen?

A - board will take action at March 5 meeting - that officially starts process for notification of classified staff that are entitled to positions

Q - have people been notified?

A - yes, last week

There will be Townhall meetings that will outline implications of latest triggers.

All are urged to take care of each other during the difficult time of transition.

ITEM II - SMOKING POLICY AND ADMINISTRATIVE PROCEDURES

2ND READING - MINER

PaRC will send recommendation to CAC. CAC will review, revise and forward to Board for final approval. Each college then has to decide locations of smoking areas.

No Smoking Policy - No changes

Action: voted by consensus to approve as submitted - no opposed/abstentions

No Smoking Administrative Procedures

Item number 6 removed by vote - 15 yes/no opposed/1 abstention

Action: Number 6 will be removed by consensus

unanimously approved as revised

ITEM III - ACCREDITATION UPDATE - HUEG

Final Report arrived and we have been reaffirmed for Accreditation (see letter) - with requirement that we submit a Follow-up Report in October 2012 along with a visit by commission. We were one of only four colleges that were reaffirmed. It is an honor to be in that group.

Their recommendations:

1st was around integrated planning and budget. They want us to continue on our cycle. They knew it was new and that we were adjusting and implementing changes. We will document and post all the work we are currently doing. It will be important that PaRC feels good about the process.

2nd included expectations around learning outcomes. It has been a long process in holding Colleges responsible since the last round of accreditations. Many are new regulations and processes. TRACdat is helping us.

3rd was around consistent student services for all locations, especially Middlefield campus. We must address how we make on-line services available to those students as well as how we can duplicate support services offered on the main campus.

4th was around SLOs and faculty evaluations. We are confident we can meet that expectation through consultation district-wide with FA.

The expectation is that we will meet standards in two years so we are not out of the woods yet! Need to keep the standards visible in all that we do and integrate into annual plans.

California is becoming nationally known for not retaining administrators.

In tightening up the financial aid in “for profit” institutions, public colleges have subsequently been more scrutinized in those areas as well.

Barbara Beno made it clear that everyone would have to turn in a follow-up report. 2012 is the deadline for instituting the rubric.

It was noted by Judy Miner that she has read many accreditation reports and has never seen a commendation for students. This is a very high compliment. We commend ASFC again on being the largest single contributor to our parcel tax measure and thank them for continually offering their support.

ITEM IV – OPC RUBRIC & GUIDING PRINCIPLES – 2ND READING

One additional change was added to the Guiding Principles since agenda was mailed. See version .2 purple line

Page from Guiding Principles Handbook update. Version .1 has yellow hi-lights.

Action: version .2 of Guiding Principles was approved by consensus

OPC Rubric was deferred to the next meeting

ITEM V- MINER

QUESTIONS/RUMORS/ANNOUNCEMENTS

Meeting adjourned