



FOOTHILL COLLEGE

**PLANNING AND RESOURCE COUNCIL  
MINUTES**

October 5, 2011

**IN ATTENDANCE:**

Anderson, Balducci, Bourquin, Bufrem, Casey, Cellio, Chenoweth, Davison, Dye, Georgiou, Gilani, Heiser, Hueg, Kuo, McAlpin, McGee, McKellar, Meade, Messina, Miner, Mummert, Murray, Ong, Otayde, Patyk, Piparo, Schreiber, Starer, Stenger, Swett, Taketa, Tran, Treanor, White

**ANNOUNCEMENTS AND INTRODUCTIONS – MINER**

New Members Introduced: Bufrem, Dye, McGee, McKellar, Otayde, Piparo, Tran, White

Guests: Carolyn Holcroft, Phyllis Spragge

**APPROVAL OF MINUTES FOR JUNE 15, 2011**

APPROVED AS WRITTEN

**ITEM I - BUDGET UPDATE & TIMELINE – MINER**

See list from June, FTE hires for 2012-2013

Much has changed at state level. Our ending balances are meant to preserve as much as we can as we wait for the state budget to settle.

- At beginning of Spring quarter shared the grim news of a \$9.1 million reduction
- Proposal forwarded to BOT for June meeting that would have these dollars removed from the budget
- VPs met with deans and directors about what might happen with classified and faculty to prepare for March 15, 2012 notices and for programs to be removed
- We learned at the May revise that the state looked better and our reduction goal dropped to \$6 million
- Still weren't sure of 10-11 year ending balance
- Specifics would be worked on during Fall quarter. In the meantime, more good news....with District ending budget and State news, we are now looking at \$3.2 million we will have to cut.

The conversation is still going to occur Fall quarter with specifics to be reached in January. (see new timeline 9.29.11)

In two weeks will have first reading of program review and discontinuance policy with thank you to Carolyn Holcroft. Will return to PaRC 11.16.11 meeting. The VPs will go deans and directors and rather than choosing positions will ask for a dollar target to reach. Those targets then sent to PaRC where we compare what we have under each scenario.

Would then have time for PaRC to look at dollar breakdown and before end of year get more feedback and take to Chancellor by Dec. 15, 2011. When we return January 10 with governors budget, would vote on list of positions to be eliminated.

We are authorized by district to hire 11 new faculty in Fall 2012. The seven open positions that had been suspended April 2011, will help us reach our \$3.2 million reduction target for 11-12 but are restored to us in 12-13.

#### QUESTIONS:

Q - Will divisions make choices themselves.....may not be positions

A - they may have other choices than positions.....if they do they can choose to make their cuts there

Q - will we see list of potential reductions including positions?

A - no – this gives each division the choice, with compelling argument, to revisit the previous list and make changes. Any individuals that would be affected will be notified in February ahead of any publication or public knowledge. There is then opportunity to adjust the list in other areas than personnel.

Concerns remain yet another number may come from state decisions, but due to our healthy ending balance, we can ride the wave. Some districts are already spending their reserves and we are not.

If anyone feels there are changes needed to this process and timeline please share. Mid-year cut expectation is built in. The cushion is the District's and our own ending balance. We have enough we to say, here is where we would go to preserve our mission and support services and most importantly, people.

## **ITEM II - GOVERNANCE HANDBOOK REVISIONS – MINER/TREANOR**

See attachments: OPC Minutes June 14 with notes

Recommended that Shirley Treanor be voting member and co-chair. PaRC needs to ratify.

What is rationale? Shirley Treanor understands and has access to info that no one else has. Concern raised that that position would have too much power, but was felt that she handles it in such a way that OPC feels is fair.

It is a tri-chair position but is replacing an admin vote with another admin vote.

Taking a deans vote out and putting VPs vote in.

ACTION: revisions are accepted by consensus

ACTION: changes to membership on OPC were accepted by consensus (see membership list)

## **ITEM III - SUMMER TASKFORCE UPDATE - MESSINA**

See attachments: Program Review Templates

Entertain questions about template

Use short version for this year  
Will work on more in-depth template and will complete every 3 years  
Will explore the idea of a program review committee

Proposed that prioritization be due December 16<sup>th</sup> and have program review ready by end of year.

Continue Taskforce work on review policy and continue work through the quarter.

The resistance to the Summer Taskforce is that the majority of membership should be faculty and it is not possible for them to participate in Summer. You may not get faculty to volunteer for Summer. If faculty could attend meetings going forward that would be acceptable. The discontinuance policy was particularly important to have faculty input. Noted that the group works on procedure and not policy.

Dean providing feedback will occur in Jan/Feb/March (Mummert)  
Action steps have not been determined.

Prioritization requests would be more open. Important for deans to meet with their VP and go over resource requests and have a discussion about priorities. Each step prior would be recorded to reflect that decisions were not made in isolation.

Great work and kudos to the Summer Taskforce.

ACTION: The Summer Taskforce will continue to meet during the year. All meetings are open. Additional faculty will be added.

#### **ITEM IV - CORE MISSION WORKGROUPS TEMPLATE OF OBJECTIVES – MINER/KUO**

Presentations scheduled for 10/26 – see template handout  
Would like to use as the primary tool for presentations by workgroups  
Sessions would be 5-10 minutes using template. A workshop will be made available with Elaine.

This info will be rolled into the master plan and updated on an annual basis.  
This is in draft form and will make changes as needed

#### **ITEM V - ACCREDITATION - HUEG**

No report

#### **ITEM VI - MINER**

QUESTIONS/RUMORS/ANNOUNCEMENTS

All Transfer info is now on website for 2011 Transfer Day in the Campus Center Patio.  
70 Universities are participating. Thank you to all who helped organize the event.

Onizuka – City of Sunnyvale and FHDA BOT approved moving forward with Onizuka. Approved in November and land was re-determined as educational site. Historical aspects are committed to being preserved with homage to the “Blue Cube.”

Q - Concern was raised that PSME is charging for tutoring. Even though low cost, students weren't told this was going to happen and were not able to financially plan extra cost. May discourage students from using.

A – PSME is down 14% in FTES this quarter and weren't able to offer it as a free service. The response was very short timeline. We do need to engage students earlier. A noncredit course will be offered with no charge to students....will not be recorded on transcripts. Center is staffed by paid personnel...it's not peer tutoring. Can enroll any time do not have to enroll first two weeks.

Q - Noncredit courses...EOPS need to reach certain amount of credit...will there be alternative way?

A - Math courses will be offered alternatively to reach their hours/12 units. Won't be available until Spring quarter as they need to be approved by State since they are non-credit. If approval comes earlier it will be announced. The State took away our option to offer courses in an experimental way. The reimbursement we are getting doesn't come close to covering the actual cost of tutors. Not just dealing with budget cuts - at same time we have the State imposing rules on us and their response is slow to changes.