



FOOTHILL COLLEGE

## PLANNING AND RESOURCE COUNCIL MINUTES

October 19, 2011

### IN ATTENDANCE:

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

### ANNOUNCEMENTS AND INTRODUCTIONS – MINER

Guests: Baker, Spragge

### APPROVAL OF MINUTES FOR OCT. 5, 2011

#### APPROVED WITH CORRECTION:

pg. 1 last paragraph, 1<sup>st</sup> sentence add “District” Discontinuance Policy and cap last two words

## **ITEM I - DISTRICT PROGRAM DISCONTINUANCE POLICY – MESSINA/ DAVISON**

District IPB met over the Summer to discuss policy. Academic Senate also discussed the Foothill policy. The Chancellor noted that board policy statements are brief and it will state that each college has it's own procedure. The District policy would go to Chancellor's Advisory and approved there, provided to BOT with backup info and presented for approval. Each college is to navigate their own policy and communicate between colleges. The committee will continue to work on recommendations and then bring to PaRC.

The policy itself will be limited to 2-3 sentences. It would not be retroactive so programs identified last year in PaRC or in Senates, are not automatically on list.

Q - would we be using the procedures currently being developed in preparation for reductions list due 12/15?

A - would not be using those because we were falling back on guidance principles.

Final version won't be approved until end of Winter quarter.

Suggested that the challenge is there isn't a solid definition of a “program.” Without useful definition, it is hard to know when to apply to decisions. Since we don't have one from State Chancellor's Office, it will be up to us to define. The taskforce constructed a guideline for this year's Program Review, but all agreed that during the in-depth 3-year Program Review, we should identify all definitions.

## **ITEM II - LRC UPDATE FROM CABINET - MESSINA**

See reports from Starer and the LRC Taskforce (attachments)  
Report went to President's Cabinet. Timeline was a 2-year window to completion.  
Final instructions going to architect in November.

We ask that PaRC read through all materials but note that fine-tuning can be addressed at a later date so that we can stay within the programming schedule.

The State is not going forward with bond this year so matching \$5mil will not be available and will need to address the effect that will have on programming.  
Miner stated that she is committed to pursuing funds.

Holding programming one year allows stakeholders to add their input as well as look for additional funds.

Q - What happened to "quick fixes" i.e. laptop power etc.

A - that is going forward

ACTION: defer additional discussion to Nov. 16. Reports will be sent to Librarians and posted on PaRC site.

## **ITEM III - MIDDLEFIELD CAMPUS/ED CENTER UPDATE - MINER**

We are proceeding with interviews of architects. Met with San Jose/Evergreen and they were very positive about the partnership.

## **ITEM IV - VP PRESENTATIONS – FTEF REQUESTS MESSINA/SWETT/DAVISON**

The work that has been done; received the division deans' lists with priorities and rationales and reviewed them from institutional perspective. Cabinet agreed we need to put support services and instructional services, CTE and basic skills areas as high priority.

2010-11 – 11 positions offered, hired 4, suspended 7. Those 7 are still highly prioritized. (See list for this year (16 total positions – 11 positions will be filled))

LRC list should be corrected to Reference Librarian #3 and Library Coordinator #2 on list (Starer).

Survey Monkey will be distributed after this meeting – when we meet next week will review the survey results – discuss then forward to President for approval. If additional questions, contact the Dean of the area.

PE courses (not athletics) are being proposed to a restriction of 8 classes per district and this proposal will be taken to State-Wide Academic Senate meeting next week for vote.

Noted that previously ranked 7 positions are not all appearing in the top ranking on the new list and it was promised that those positions would be maintained. Suggested that all review previous two lists and rationale and program review data.

Objection was raised that every year should be looked at as a fresh year. All reminded that we follow process we agreed to last Spring to keep positions suspended last year. VPs viewpoint is new view but PaRC has the opportunity to reaffirm the list.

Was suggested that voting members read pgs 18/19 of Governance Handbook, then review Program Review, then look at each program to see statistics. That will better inform them of enrollment patterns for programs etc.

Noted that it would have been helpful to have rationale in writing as to why those positions dropped on the list.

Let the minutes reflect: Denise said we may need to go more slowly! ☺

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

Our Accreditation visit is next week and we are ready. Will welcome our Team Monday through midday on Thursday. Noted that VPs and President will not be present at the Open Forums.

Miner's Administrative outcomes are now viewable on the President's website.

## **ITEM VI - PROFESSIONAL DEVELOPMENT UPDATE - BAKER**

See calendar and contact Judi McAlpin with sessions you would like to offer.

## **ITEM VII - MINER**

### **QUESTIONS/RUMORS/ANNOUNCEMENTS**

Students concern regarding PSME tutoring center; registration issues resolved - expecting 500 students to enroll.