



FOOTHILL COLLEGE

**PLANNING AND RESOURCE COUNCIL  
MINUTES**

**November 16, 2011**

**IN ATTENDANCE:**

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

**ANNOUNCEMENTS AND INTRODUCTIONS – MINER**

Guests: Wilkes, Holcroft, Woodworth

**APPROVAL OF MINUTES FOR Nov. 16, 2011**

**APPROVED AS WRITTEN**

**ITEM I BOARD POLICY ON PROGRAM DISCONTINUANCE –  
HOLCROFT/MESSINA**

See Attachments for specific changes recommended by IP&B

Additional Change to Nov. 9 2011 Admin Procedures 2.a:

“Written formal normal notice” – delete “normal”

Note, the “red” is Foothill College input

**ACTION:** this will be forwarded to Chancellor’s Advisory Council as PaRC’s recommendation

The “procedures” at two colleges will be developed in greater detail in next few months. Will not be complete any earlier than January.

**ITEM II - LRC TASKFORCE REMODEL & PROGRAMMING - STARER**

See Attachments for details (Powerpoint)

Discussion included noting that

- 1) There are Pass the Torch tutoring services being offered, but one-on-one is not available.
- 2) Pass the Torch tutoring covers Math and English, but concern raised that Political Science and other majors are not being covered.

Pass the Torch tutors are taught how to tutor, those skills are transferable to other disciplines. We get apportionment and we have an excellent model.

Confident that it will be heavily utilized. It was clear in Accreditation visit that it was a core of student and faculty conscientiousness.

Q - It was thought we would have Financial Aid and Counseling as a one-stop

A - We will have to weigh our wish list against budget and timeline

Q - what about on-line tutoring

A - We need to take what we do well and expand and duplicate it in other subjects

Q - what do you mean by online tutoring

A - we only offer tutoring from 8-5 online so working students don't get the same amount of help that day students get

We should continue discussion on that as it was called out in Accreditation visit that we need to provide the same to evening as day students. We use CCC Confer but was poorly utilized. Presently looking for new resources on line.

Perhaps SKYPE could be used for one-on-one counseling. CCC Confer is similar. Not sure we have the space to support it. CCC Confer also offers doc sharing.

NEXT STEP - Messina

The need was raised to form a taskforce to work on potential issues, but due to strict deadline, any submittals must be completed by June. Requesting PaRC's blessing to form the taskforce and work on the revised budgetary plan. Want to be sure it includes librarians, staff and other stakeholders.

Q - Since we are starting with downward budget, are we looking at overall budget or this is what we want and see how much we have later?

A - We need to do both. Recommend we use program review process we are using this year along with resource allocation and ask; are there new resources that need to be brought in and how are currently spending B budget now? Must also consider deferred maintenance. There are funds available in Measure C as well projects yet to do. Hidden question, do we need to do all those things or weigh the on-going costs in selecting services to be offered ie, tutoring.

**ACTION:** We will form the taskforce, Report back regularly to PaRC. If suggestions arise in meantime please email Starer or Messina.

**ACTION:** Messina will convene the stakeholders and anyone interested in joining that discussion should contact Messina or Starer. Last meeting of quarter we will have a tentative budget.

### **ITEM III - PRESENTATION OF APPENDICES PLANS**

See Attachments - Powerpoint

#6 Science Learning Institute – Murray

Discussion:  
Advisory Board Meeting - March 8,2012

As we talk about increasing enrollment, it is important for us to reach unrepresented populations - that is a part of our "pitch. As a community college, we really are reaching populations that universities do not. We want our communities to come here and be part of emerging technologies. Our outreach is a unique approach and hope that it will pay off. It is giving us a model of how we can do fundraising for other initiatives. Most of the funds we are raising are to be spent on faculty and staff to develop new programs/classes. Some of the funds will be in naming opportunities. More scientists and engineers are needed.

**ITEM IV - MINER**

QUESTIONS/RUMORS/ANNOUNCEMENTS

Rumors in Adaptive learning, Gregorio has announced her retirement.

Some changes taking place include:

- 1) Gregorio's position will not be replaced. She asked to speak with her staff before changes were announced.
- 2) Name changed to Adaptive Learning and Disability Services.
- 3) DSPS counselor will be hired. DSPS will stay where they are but testing may be moved to 8200- all testing will then be in one place.
- 4) Pouncil is supervising Pass The Torch, Testing and EOPS.
- 5) Computer Center may be permanently moved to present location. Veterans will be there temporarily until facilities are remodeled. Counselor Cellilo will support Vets program.

The goal is to consolidate and make efficient collaborative services. We are getting 30% of returning vets. Hyland supervises Health Center and Psych Center. Gregorio will return to work on grants with Swett.

Q – any estimation on completion of Vet Resource Center?

A – once we get \$\$ to move computers to DSPS will move them to computer lab. 2014 will be permanent home.

Onizuka Update – Swett

Toured the Blue Cube – City of Sunnyvale has officially designated it an educational site and have granted us public benefit conveyance. We have interviewed and selected architect to honor history of space station. Have learned that former employees are interested in being potential donors for historical exhibit on site. We don't want to lose the history of the site. Retirees offered to be docents group for tours. Also partnering with SJCC and Evergreen. Will be 1<sup>st</sup> facility that has more than one college on site. Plenty of parking available – 55,000 sq ft on 9-acre parcel. Will be called the Onizuka Educational Center. Was suggested that Martin Marietta be contacted for sponsorship.