



FOOTHILL COLLEGE

**PLANNING AND RESOURCE COUNCIL  
MINUTES**

**December 7, 2011**

**IN ATTENDANCE:**

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

**ANNOUNCEMENTS AND INTRODUCTIONS – MINER**

Guests: Wilkes, Thomas, Green from LRC

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

**APPROVED WITH ADDITION AS NOTED FROM MURRAY – SEE IN RED**

**ITEM I SUMMARY OF BUDGET REDUCTIONS 2012-13 - MINER**

See Attachments

In addition to attachments, additional historical info was included in handouts to reflect earlier PaRC decisions. May 23 “Proposed Reductions Affecting Faculty” doc was far more extensive than what we actually will need to do fortunately. The Board has asked for four different budget scenarios in eight months. \$10M in cuts for District is current projection. Governor’s budget for 2012 should be reported out January 10, 2012... could be \$102M for all CCs. We planned on that and are prepared.

Deans and Directors met with VPs to look at what we might send forward on a broad level (doc today).

- FT faculty number is down slightly and could use combination of current vacancies,
- other retirements end of this year as well as those anticipated before June 30 2013,
- some searches may not be successful,
- will go to March 5 Board meeting with March 15 layoff notices with some number of faculty....we won't know that number until we get all retirements.

Q - how do we fund FT positions if we don't get vacancies we expect?

A - is OK to presume that because of ending balances. We would supplement to be able to make the offers for present searches and buy time for next year. We are at a place right now that we can continue with the 11 searches. If we continue to have high productivity will not have to use all of those dollars.

We have numerous options to get to \$3M cut. The differences you are seeing now and what we had before is a slight amount. The one AMA reduction will be Gregorio position. As for part-timers, no reason to go deeper into reductions now. If forced to do deeper cuts then we have to go into 1320 dollars. Can't go any

deeper into B budget but felt we need to put some B in the scenario depending on the ending balance.

Questions:

Q - what is impact if any is there to changing the benefits provider?

A - the funds are fixed for Fund 61 - they are not operating funds and will be spent down. Savings would mitigate the bottom line for a short time period.

Q - when will specific positions be clear?

A - See calendar in handouts – Jan 2012 after info is learned from Governor's January 10 budget announcement. Then to PaRC on February 1 for approval. Want to be prepared on February 1 to have discussions and be sure we have looked at everything before finalizing the list as recommendation to the President.

Q - will list be published?

A - will be on PaRC website with positions but no names. DeAnza has same mandate to present to District by December 15. We shared our lists of possible faculty reductions.

Q – last reduction list - does that mean specific positions or does that mean numbers?

A – we gave numbers because things can change – we need some level of flexibility. We do not want to notify people and learn later they don't need to be on the list.

See Attached Document:

“Proposed Reductions Affecting Faculty”

May 23, 2011

Updated 12/11 to reflect status of each program

Q – are there other reductions that do not affect faculty?

A - yes, they would be in Student Services See “Proposed Reductions...” list for “teach out” issues (May 23 doc). Regardless of what we discovered this Fall, we were not going to add anything to this list. Anything added to this in 2013-14 would be in new program discontinuance policy. PaRC will have an open discussion under that new policy. We will ask if that is where we need to put our resources or not? With the work coming out of our Workgroups, we will want to be able to fund those ideas...want to be sure that is where we are putting people/B budget and facilities. Some things on this list may not be implemented, but next year the list would be completely new under new guidelines.

Plan to do campus-wide email so all can see these materials. The May 23 list will be updated to include the hiatus and discontinued programs (attached).

Q - a lot of inquiries are coming in regarding Adaptive Learning. An email would also be helpful to clarify what is happening.

A - will be sent Friday latest Monday.

ACTION: ASFC needs to have this list since no one is at today's meeting. Will be included in January PaRC package.

## **ITEM II - LIBRARIAN FTEF**

It was requested that a correction be made to the Resource Request sheet submitted in September and would like to switch Library Coordinator (3) and Lib Ref (2) order of preference.

Further discussion was raised regarding the actual duties of the Library Coordinator and determined that there was discussion by the VPs that led to a “morphing” of the position description that did not represent the position as originally understood. It was to be a Librarian with Coordinator duties. The VPs were looking five years ahead to the new LRC. When the VPs prioritized this position, the VPs saw it as Coordinator of Learning Resources who was not necessarily a Librarian.

Extensive discussion ensued regarding processes, intentions, understandings and next steps.

**ACTION:** Librarians will work with Kimberlee Messina and Paul Starer to craft a job announcement with minimum qualifications for a Librarian who could lead the Learning Resource Center in the future.

## **ITEM III - MINER**

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

No Discussion