



F100THILL COLLEGE

**Planning and Resource Council (PaRC)  
Draft Minutes of March 20, 2013**

<b>ITEMS</b>	<b>TOPICS</b>	<b>LEADERS</b>	<b>EXPECTED OUTCOME</b>
1	Welcome (and Introductions)	Judy Miner	
2	Approval of Minutes from 03/06/13 meeting	Judy Miner	Action
3	Measure C Projects/Construction Update	Brenda Davis	Action
4	Mission Statement	Kurt Hueg	Discussion
5	Perkins Report	John Mummert	Discussion
6	Governance Handbook Revision	Dolores Davison	Action
7	Institution-Set Standards for ACCJC Annual Report	Kimberlee Messina	Action (suspension of rules)
8	ADA/Academic Accommodations Review Process	Judy Miner	Discussion
9	Questions/Concerns/Announcements	Judy Miner	Discussion

***Meeting began at 1:36 PM.***

***PRESENT:***

Attendance was not noted for this meeting.

***ABSENT:***

Attendance was not noted for this meeting.

***GUEST(S):*** Todd Leicht, Gilbane

***ITEM 1: WELCOME AND INTRODUCTIONS (MINER)***

Judy welcomed everyone and announced that this would be Amy's last PaRC meeting, as Amy will now become a full-time mother. Amy thanked everyone for having the pleasure of working with them and meeting so many wonderful people at Foothill. Thom Shepard was introduced, as he would fill Amy's position temporarily while they go through the hiring process. Introductions followed.

***ITEM 2: APPROVAL OF MINUTES: MARCH 6, 2013***

**ACTION:**

March 6 Minutes were approved by consensus.

**ITEM 3: MEASURE C PROJECTS/CONSTRUCTION UPDATE**

Brenda introduced Todd Leicht, Project Manager with Gilbane. He stated construction has begun on 5100, 5600, 5700 and will continue through September. They will be returned back to classroom space in January. Construction on 5800 will begin at the end of June. In order to accommodate the DRC, another modular unit will be placed in lot 5. Construction will begin on 5400 in January 2014 with anticipated completion in the summer of 2014. Once completed, the DRC will move into 5400. The Veteran's Center will also move to 5400 with the DRC,

During summer 2013, District Offices will move to modular in lot 5 in order to accommodate current District Office renovations from October 2013 to October 2014. District Office staff will park in lot 5 while housed in the modular in lot 5. Additional staff parking spaces will be identified in lot 5 to account for the increased demand for staff parking in that area.

Because of a lack of funding, the courtyards around 5400 and 5600 will not be renovated.

Bids for Smithwick renovations came in \$3,000,000 over budget. Print Shop and Plant Services renovations are currently on hold due to bids being over budget.

Green projects, parking lots 1 and 6, buffer zone and pathways going out for bid in July.

Parking lot 1 will be reconfigured to allow for easier access to and from lot and campus. Currently, a bridge over the creek is planned to allow for access to the current area behind the District Offices from lot 1. The entryway to the lot will be reconfigured, which will include a traffic signal. All of these improvements will make it safer for pedestrians to cross to the main campus from lot 1. Further, people parking in lot 1 (or area adjoined by bridge) will no longer have to drive around campus on the loop, as they will be able to enter and exit campus without doing so. Concerns were raised about whether this would actually be safer for pedestrians and whether this would cause further back up on to I-280 during peak times, but Todd assured the group traffic consultants studied the area and the unique demands on safety and traffic flow. Reconfiguring of lot 1 will be completed in time for the Fall 2013 quarter, with the bridge completed by December 2013.

Traffic consultant completed studies and observed at peak times, counted numbers of cars and pedestrians, and modeled this condition. After the studies, they believe the reconfiguration will increase pedestrian safety while not having a negative effect on the already difficult flow of traffic onto campus.

Diagrams of the updates are available online.

**ITEM 4: MISSION STATEMENT**

Kurt Hueg reported that every three years the college must review and make adjustments to our mission statement. So far, there has been a public comment period, open to all members of the college. Little feedback was submitted from the college community though. PaRC feedback was sought and included the following: research other colleges, be careful not to look too "cookie cutter", look at private sector mission statements, get at "what we do" at Foothill, and determine what our "brand" is.

The tri-chairs for this committee would work on an updated draft for the next PaRC meeting.

**ITEM 5: Perkins Report**

The Perkins Report is a report that must be submitted to the federal government, detailing spending of Perkins Grant fund. The report was presented for approval; and the group approved the report.

**ITEM 6: Governance Handbook Revision**

Approval was gained to change the Professional Development Committee leadership to a tri-chairs format.

**ITEM 7: Institution-Set Standards for ACCJC Annual Report**

Elaine presented for approval a report, due to the ACCJC by March 31, detailing the following five standards: student course completion, fall to fall student retention (first time fall student returning the next fall), student degree completion, student transfer to four-year school, student completion of certificate. Because the report is due before the next PaRC meeting, the group agreed to suspend rules in order to take action on the ACCJC report. The group approved the report. The report is available on the PaRC webpage.

**ITEM 8: ADA/Academic Accommodations Review Process**

Judy indicated we must follow the accommodations process outlined by the DRC. If there is a faculty concern about the DRC recommended accommodations, we must continue with the recommended accommodations until the complaint is resolved through the appropriate channels outlined in the DRC policies. Not doing so leaves us vulnerable to complaints and investigations through the Office of Civil Rights.

**ITEM 9: Questions/Concerns/Announcements**

There were no announcements or updates.

**Meeting adjourned at 3:05 PM.**