ROUNDTABLE MINUTES

ROUNDTABLE ATTENDANCE: October 15, 2008

√ S. Anderson	√ K. Harrall	L. McComas	K. Smith
S. Barker	√ A. Harris	√ A. Meezan	√ M. Smith
√ C. Burns	√ P. Hyland	M. Murphy	J. Spybrook
√ M. Casey	√ A. Lamanque	√ O. Ndoutoume	√ A. Stenger
M. Chenoweth	L. Lum	√ L. Noone	√ L. Rodriguez
√ R. Cormia	√ R. Mbassa	√ P. Sanger	√ G. Violett
D. Davison	√ D. Mbassa	√ S. Schreiber	
√ C. Dukunde	J. McAlpin	√ R. Sias	

Guests: Auxilary RT Member Andrew Lamanque, District Researcher
           Duncan Graham, Interim VP, Institutional Research

Mia Casey representing the Sustainability Committee introduced the Opening Day contest winners; Becky Urrutia Lopez, Rhonda Goldstone, Rosalinda Jen

ITEM I - Minutes of Oct. 1, 2008 were approved by consensus

ITEM 2 – A. LAMANQUE, ED MASTER PLANNING OVERVIEW
- Andrew Lamanque gave an orientation and overview of Ed Master Planning resources to use for Goals and priorities for Financial planning for next year.

- Judy mentioned the district's concerns for midyear cuts – she reported that there is enough in contingency funds for 08-09 but district has serious concerns about 09-10.

- When faced with making reductions, she emphasized that we must not ask "what" we cut but "what do we need to support" - what are the core activities that we must support to do right by our students and have that guide resource allocations in the next year.

- Handouts: "Financial Crisis Could give jolt to strategic planning on campuses" SAMPLE AND STARTING SOURCE FOR PAST PLANNING:
- "Foothill College Program Review" on website available to all employees
- "Foothill college education master plan goals, 2015"
- website for this info: www.research.fhda.edu

- Judy emphasized that we need to broaden options to our students around vocational education in addition to transfer.

ITEM 3 – D. GRAHAM, PROGRAM PLANNING OVERVIEW
Program Planning (formerly called Program Review)

Handouts:
"Diagram of Program Planning Process & Flow of Information" w/narrative
"SLO Goals towards Accreditation (2011-12)"

- Process and flow of communication and responsibilities is outlined as they have been in the past. If we change the RT Guidelines, the order of some things may change. Namely Cabinet would be ahead of Ed Resources in the order of process…..they did not have some of the info that cabinet did about various programs and how they related to institution initiatives. Graham's diagram would a little different if that change is approved by RT.

- RT will review ALL programs plans - in the past RT did not have input to Ed Resources. Goal that we have substantive participation from all areas.

- How program SLOs are used in the process is important on the program level outcomes. Are we asking the right questions, are we putting right assumptions on students who complete program?

- ACTION: 100% participation has not taken place in the past. If program does not participate they will not be on the list for resource allocation. Will be reviewed based on content and two programs (Physical Education and CTIS) will complete this year and the rest will complete according to the various years drawn in the lottery on opening day.

ITEM 4 - RT 2ND READING – ROUNDTABLE GUIDELINES
Original line-outs are black - new line-outs are purple pg. 1, pg 5 & pg 6
Convene Ed resources committee and adjust Graham's flow chart
ACTION: Changes are accepted by consensus

ITEM 5 - MISSION/VISION CHANGES
MISSION:
S. Schreiber: Change "through" to "in the areas of"
Change order of lifelong inquiry move to end
ACTION: ADOPTED

VISION:
S. Schreiber: DELETE: "and" add: and social activities and leadership opportunities are available
ACTION: ADOPTED

ITEM 6 - SECURITY POLICY
Has been shared with various constituencies and Chancellor's Advisory Council
Gmail – Google indexes everything if someone's address is in a "Gmail" it will be captured by Google
ACTION: Will return for a 2nd reading and adoption – send email to Judy and constituency leaders

ITEM 7 - RT ORG CHART
Ed Resources Committee moved to a position as a true subcommittee of RT
Added FH Technology Committee to chart
R. Sias: Suggested that a cultural diversity committee be added
ACTION: Judy stated that her expectation was that cultural diversity issues would be addressed by all participatory governance committees. Changes in process and transparency of information should allow RT to fulfill an oversight role in this regard.

RT members were reminded to sign up for the mission they wish to work on.