



**FOOTHILL COLLEGE**  
**Integrated Planning and Budget Task Force**

Agenda  
May 31, 2012

Members:

Falk Cammin, Academic Senate  
Bob Cormia, Academic Senate  
Darya Gilani, Instruction & Institutional Research  
Gigi Gallagher, Classified Senate  
Carolyn Holcroft, Academic Senate  
Kurt Hueg, Cabinet  
Kimberlee Messina, Instruction & Institutional Research  
\_\_\_\_\_ Student Representative  
Phyllis Spragge, Dean  
Barbara Shewfelt, Academic Senate  
Denise Swett, Student Development & Instruction  
Shirley Treanor, Cabinet  
Chris White, Classified Senate  
Pam Wilkes, Academic Senate

I. Review charge from PaRC and the President to IP& B:

In light of the dramatic budgetary reductions confronting Foothill College, and the very short timeline dictated by the state process, IP& B has been asked to

- a.) review OPC's guiding principles for resource allocation to adapt them to budget reduction where possible and
- b.) To articulate the guiding principles for budgetary reductions that should drive the decision making process during the coming months.

In order to facilitate our retreat, I have attached OPC's guiding principles for your review and our discussion. Given that we only have 4 hours together, I think it might be helpful for us to divide our work into 2 parts:

- 1) The philosophical or value driven guiding principles and
- 2) Some practical questions and/or criteria that might be used in addition, given the very likely scenario of competing budget or staff needs that all fall within our guiding principles.

For example as potential discussion items:

- 1) Are there other funds that could be used, such as foundation, grants, bond, etc.?
- 2) Is there a history of large carryover funds that could be a supporting rationale for budgetary reductions?
- 3) How many students are served?
- 4) Success/retention data?
- 5) In terms of support staff, are there 12 month positions that could serve students very well as 10 or 11 month positions?
- 6) Is there a duplication of effort where support could be consolidated?

IP&B Fall Task Force Charge:

- 1. Define PRC charge and membership
- 2. Finalize comprehensive program review document (and schedule)
- 3. Finalize FH program discontinuance procedure